



Ministry  
of

Chris Ward, Minister  
Bernard J. Shapiro, Deputy Minister

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# Independent Learning Centre

## Student Guide 1988-89

### Correspondence Education

### **Important**

Read this guide before applying for a course from the Independent Learning Centre (ILC). The ILC staff are ready to help you; however, you are responsible for choosing your courses.

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For information about the services described in this guide, phone, write to, or visit:

Independent Learning Centre  
909 Yonge Street  
Toronto, Ontario  
M4W 3G2

Telephone numbers:

Toronto area: (416) 965-2657

Toll-free (most Ontario areas):

1-800-268-7065

Toll-free (area code 807 only): call the operator and ask for Zenith 65030

FAX number: (416) 965-7644

Office hours:

8:30 a.m. to 5:00 p.m.

Monday to Friday

In addition to the services described in this guide, the Independent Learning Centre provides the services listed below.

### Courses for Students Under Sixteen

ILC courses may be available to Ontario residents of compulsory school age who are unable to attend school for three months or more because of:

- extended illness;
- isolated location in Ontario; or
- temporary residence outside Canada.

A Supervised Alternative Learning for Excused Pupils (SALEP) Committee may contract the services of the Independent Learning Centre on behalf of students legally exempted from secondary school.

### Sale of Learning Materials

Individuals or groups may purchase selected ILC learning materials. It is important to remember, however, that ILC does not provide textbooks, lesson evaluation, tutoring, tests or testing, certification, or marking guides for the courses that are sold.

### Access ILC

Access ILC is a learning centre in Toronto that offers ILC students a place to study, as well as resources for working on computer-managed and other enhanced programs as they become available.

For further information about these services, refer to the following pamphlets or brochures which are can be obtained from the Independent Learning Centre: *Students Under Sixteen*, *ILC Sales*, and *Access ILC*.

The following additional pamphlets are also available from ILC:

#### *Give Yourself Credit*

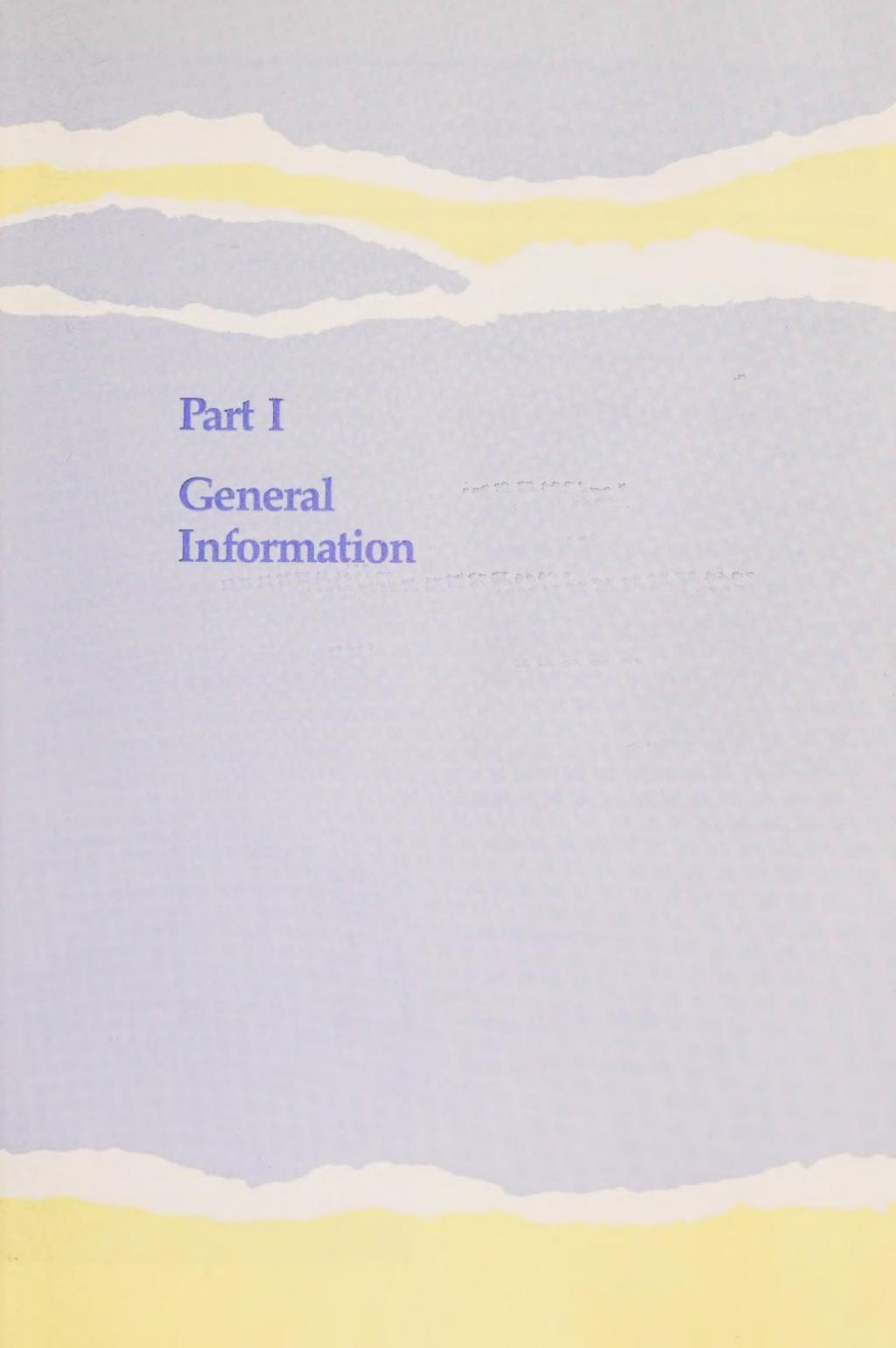
This pamphlet briefly describes the program and services that ILC offers to adults.

#### *English As a Second Language and Adult Basic Literacy*

These pamphlets describe courses in the ILC Adult Basic Education program (see page 20) and provide information on the role of the volunteer tutor.

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# **Part I**

## **General Information**

# Part I

## General Information

### Independent Learning: Is It for You?

### Some Facts About the ILC Service

#### Free courses

- You can enrol in an ILC course free of charge.
- Lessons, textbooks, and most other supplies are sent to you on loan. You return them when you complete the course, or if you decide not to continue with it.
- For most courses, all you pay for is the postage to mail your assignments to your teacher.

#### Qualified teachers

- Your lesson assignments are marked without charge by an experienced Ontario teacher. Your teacher gives you help and encouragement on a one-to-one basis.

#### Information and advice

- You can get advice about courses and credits.
- You can get help in planning for your educational goals.
- You can phone, write to, or visit our office. The telephone numbers and address are on page 1 of this guide.



# Who May Enrol?

## Adults who:

- are over the age of 16;
- reside in Ontario;
- are Canadian citizens or landed immigrants, or are in Ontario on a work visa, a diplomatic visa, or a ministerial permit; and
- do not attend a day school.

If it is less than three months since you left day school, you must have a recommendation from the principal of your last school. Send it with your application.

## Students now attending day school who:

- have completed 14 credits before applying;
- are not able to take the course at school; and
- have the signed approval of their ILC day-school facilitator.

For more information about enrolment in the day-school program, see page 18.

## Ontario residents living temporarily outside the province who:

- will be outside Ontario for not less than three months and not more than three years.

See page 18 for information about enrolment of adults in secondary courses while outside Ontario.

**Note:** The pamphlet *Students Under Sixteen*, available from the Independent Learning Centre, provides information about the eligibility of, and enrolment procedures for, children of compulsory school age who are not attending school in Ontario. See page 1 for the telephone numbers and address of the Independent Learning Centre.

## Why Do People Take ILC Courses?

- to upgrade basic skills
- to earn a diploma
- to prepare for college or university
- for interest or enjoyment
- for lots of other reasons

## Who Are the ILC Students?

- homemakers
- retired people
- workers
- single parents
- job seekers
- and many others

You could be a student too.

## What Do Students Like About Independent Learning?

- They can study when and where they wish.
- They can start a course or finish it at any time of the year.
- They can work at their own pace.
- They can choose subjects that suit their career plans and their own needs and abilities.
- Learning by correspondence is between the student and his or her teacher. It's private and confidential.
- Courses are free.
- Most courses can be used for credit towards a diploma.

## Will Independent Study Suit Your Needs?

*Here are some answers to questions you may ask.*

### How does it work?

To complete a correspondence lesson you start by reading and studying the lesson on your own. Each lesson has a number of assignments. When you feel you understand the lesson, you complete the assignments and mail your work to your teacher. Your teacher is assigned to you when you enrol.

### Are there any deadlines?

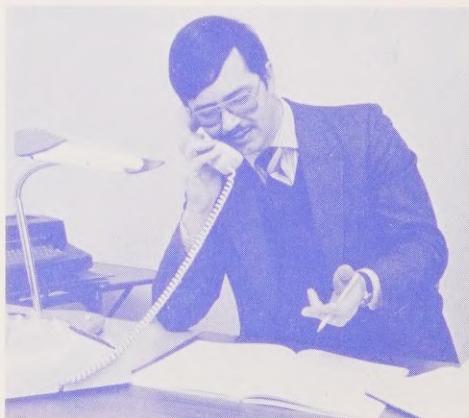
It is up to you how often you send in a lesson. You may have a lot of spare time or you may be very busy with a job and a family or other duties. In either case, you should try to send in assignments regularly. This helps you to remember the work in the lessons you have completed.

### What does the teacher do?

Your teacher reads your lesson and grades the assignments. He or she makes comments and suggestions and returns your lesson directly to you. When you get a lesson back, you should study all your teacher's comments. They are an important part of your lesson.

### What happens if you can't understand part of your lesson?

You can telephone for help. At certain times during the week you can call ILC on a toll-free line. A teacher will be there to help you with your problem. Information about this service is sent to you when you enrol.



## Some Questions to Think About

- You will probably need at least 120 hours to complete one twenty-lesson, full-credit course or 60 hours for a ten-lesson, half-credit course. Can you give that much time?
  - If you can allow yourself the time (six to ten hours) to complete one lesson each week, it will take about six months to do a twenty-lesson course. Is this too long a time for you?
  - When you complete one lesson, you mail the assignments to your teacher and start the next one. It takes time for you to receive the results of your work and the feedback from your teacher. Will this wait bother you?
  - Studying is work and takes energy. Do you still have energy to use in studying after your other activities?
- Regular study habits help. Can you set aside a regular time for working on your own?
  - Other ways of learning are available. Have you thought about day school, night school, or continuing education?
  - Independent learning means working on your own. Are you ready to be an independent learner?



# How to Choose Your First Course

The following information (pages 8-9) applies to credit courses.

If you would like to improve your reading skills or if you know someone who would like to learn to read and write, you may want to look at the non-credit courses listed under Adult Basic Education (page 20).

## Levels of Difficulty

Secondary (high school) courses are offered at three levels of difficulty. When you choose an ILC course, you must decide on the level of difficulty you prefer. The three levels are:

- **Basic level**

Did you finish Grade 8 or less in school? Were you enrolled in courses at the basic level in secondary school? If so, you may want to start with one of these courses. They will give you upgrading in most subject areas, teach you practical skills, and widen your knowledge. They will prepare you for a job. They will also prepare you to train for a trade. Students who wish to continue their education beyond Grade 12 should take general or advanced level courses.

- **General level**

These courses prepare you to enter the job market. They also give you the background you need to enter some programs at a college of applied arts and technology and many other types of education following secondary school. They do not, however, prepare you for university.

- **Advanced level**

These courses focus on the development of academic skills and prepare students for entry to university or to certain programs at a college of applied arts and technology. These are the most demanding courses offered.

What is the level of difficulty of the course you are thinking about? It's sometimes hard to move from a basic level course to a general level course or from a general level course to an advanced level course. You may need more background to enrol in a course at a higher level of difficulty. The ILC counsellng staff will be glad to answer any questions you may have about this.

It's easy to find the level of difficulty you're looking for. See the course descriptions starting on page 26. Courses in each subject area are listed by level of difficulty.

## What Are Your Goals?

1. What would you like to study? You are more likely to succeed in a course you enjoy. Be sure it also meets your needs.
2. Is your goal a diploma? Will the course bring you closer to your goal? No credit is given for completing a course that has the same content as one you studied before.
3. Is your goal in enrolling to improve your chances for employment or promotion? Will this course help?
4. Many students do not want to earn a diploma or train for a job. They simply wish to learn more about a certain subject. This can be a good reason for choosing a course.
5. Study the course descriptions on pages 26 to 82. You may come across a course you have never heard of – and it may suit your needs.
6. You are responsible for making sure that the course you choose will meet your own needs – earning a diploma, postsecondary preparation, employment training, or recreation.

If you need more help, phone or write to the Independent Learning Centre for advice. The telephone numbers and address are listed on page 1.

## How to Apply for Your First Course

The following information (pages 9-10) applies to credit courses.

1. Be sure you have the correct application form. For most adults, it's Form C, printed on yellow paper.
2. Answer carefully all the questions on the form. You may have to refer to this guide for help.
3. Be sure that you enter your first and second choice of courses in the correct place on Form C. We ask you to give a second choice in case we can't enrol you in your first choice. You will be enrolled in one course to start. When five lessons have been graded, you may phone to request a second course.
4. Be sure that you have filled in the correct course code. See Course Codes and Credits, page 10.
5. Be sure to sign the form.
6. Mail or bring your application form to the Independent Learning Centre (the address is on page 1 of this guide).

# Course Codes and Credits

All schools use standard five-character codes and names to identify individual courses. The Independent Learning Centre uses a sixth character to identify the edition of the course.

An example of a course heading from our course description section will help you understand course codes and credit value.

## Consumer Studies

Course code: BCS 2 G-M

Grade 10

1/2 credit

**1** The first three characters of the course code are letters. They refer to the name of the course.

**2** The fourth character is a number and refers to the grade of the course.

- 1 - Grade 9
- 2 - Grade 10
- 3 - Grade 11
- 4 - Grade 12
- 5 - Grade 13
- 0 - Ontario Academic Course (OAC)\*

BCS2G-M is a Grade 10 course.

**3** The fifth character is a letter and refers to the level of difficulty.

- B - basic level
- G - general level
- A - advanced level

BCS2G-M is a general level course.

**4** The sixth character is a letter and refers to the edition of the course. BCS2G-M is the first half of the Grade 10 Consumer Studies program. Its follow-up is BCS2G-P.

**5** Each ILC course is worth one credit, one-half credit, or one-quarter credit. Each time you complete a course successfully you earn one credit, one-half credit, or one-quarter credit.

A course worth one credit has twenty lessons. A course worth one-half credit has ten lessons. A course worth one-quarter credit has five lessons. BCS2G-M is a ten-lesson course worth one-half credit.

To learn how credits may be added up to earn a diploma, see pages 14 and 15.

\*For a definition of OAC, see University Entrance on page 16.

Mature students may be granted equivalent credits towards the Secondary School Graduation Diploma or the Ontario Secondary School Diploma. For more information, see page 14.

## **Part II**

### **Information About Certificates, Student Records, Tests, and Diplomas**

## Part II

# Information About Certificates, Student Records, Tests, and Diplomas

### Certificates of Completion

When you successfully complete a correspondence course, you receive a Certificate of Completion. This certificate states the credit value of the course and your final mark.

### Student Records

The Ontario Student Transcript is the record of a student's educational achievement. If you need a transcript of marks for courses which you have completed with the Independent Learning Centre, you can ask the ILC Registrar to issue an Ontario Student Transcript. It will include your final marks and the credit value of the courses. You can also request a progress report for a course in which at least half the lessons have been completed and graded.

If you are an ILC student who is also attending day school, you must obtain progress reports and the Ontario Student Transcript from the school you are attending. Your day-school program facilitator will be notified of your final marks for any correspondence courses you have completed.

### Tests

If you are taking a Grade 11, 12, or 13 course or an Ontario Academic Course, you must complete successfully a final test as well as the lesson assignments in order to earn credit. Students who complete an advanced level Grade 9 or 10 course after August 31, 1989, will also be required to pass a final test in order to earn credit.

In most courses, the final test and the lesson assignments are given equal weight in the final mark (exceptions are noted in the course descriptions). Students who complete their lessons carefully usually find the test very straightforward.

If you live outside the Toronto area, you will write tests in your own area with an ILC test supervisor. If you live in Metropolitan Toronto, you will write your final tests at the Independent Learning Centre, 909 Yonge Street, Toronto. Information about the details of the test is sent before you are required to write it, and you select the time that will be convenient to you.

Students over fifty years of age are not required to write tests except in Ontario Academic Courses.



*Through the annual ILC Awards Program, the Independent Learning Centre honours its outstanding students.*

## Diplomas

Diploma requirements for all Ontario schools are set by the Ministry of Education. If your aim is to earn a diploma, the ILC staff will work with you to plan a program that meets all the requirements.

An assessment of your educational standing with regard to the diploma requirements is made after you have completed your first ILC course. In order that the Registrar of the Independent Learning Centre may make this evaluation, you must submit all your educational records to ILC. Since it may take time for you to obtain these records from your previous schools, you should request them before you complete your first course.

### Important information for mature students

If you are a mature student, that is, you are at least eighteen years of age and you have been out of school for a period of at least one year, you may be granted equivalent credits for the following:

- maturity and length of time out of school (up to twelve credits);
- completion of courses that are normally not considered secondary school subjects;
- successful completion of each period of an apprenticeship training program.

Equivalent credits are added to the other credits you earn. However, no matter how many equivalent credits are granted, you are still required to complete additional courses before a diploma can be issued.

Equivalent credits may replace some of the compulsory credits for the Secondary School Graduation Diploma or the Ontario Secondary School Diploma.

Equivalent standing may apply only towards completion of the Secondary School Graduation Diploma or the Ontario Secondary School Diploma.

For information about these diplomas, see below.

### The Secondary School Graduation Diploma (SSGD – Grade 12)

To qualify for this diploma, you must earn twenty-seven credits through public or private day schools, night schools, continuing education programs, the Independent Learning Centre, or a combination of these. This diploma will be issued until August 31, 1989, and then it will be replaced by the Ontario Secondary School Diploma.

### The Secondary School Honour Graduation Diploma (SSHGD – Grade 13)

To qualify for this diploma, you must earn six Ontario Grade 13 or Ontario

Academic Course (OAC) credits. No equivalent or maturity credits may be applied towards this diploma. The Secondary School Honour Graduation Diploma will be issued until August 31, 1990, and then it will be replaced by the Ontario Secondary School Diploma.

The Secondary School Graduation Diploma is not a requirement for the Secondary School Honour Graduation Diploma or for enrolment in a Grade 13 course or an OAC.

## The Ontario Secondary School Diploma (OSSD)

All students entering Grade 9 in September 1984 or later study for this new diploma. After 1990 it will be the only diploma offered in Ontario secondary schools. You qualify for this diploma by earning thirty credits, of which sixteen are compulsory.

### Credits required for the Ontario Secondary School Diploma

Compulsory courses	Number of credits
English/français	5
French/anglais	1
Mathematics	2
Science	2
Canadian history	1
Canadian geography	1
Arts	1
Physical and health education	1
Business/Technological studies	1
Social science (Senior Division)	1
<i>Total compulsory credits</i>	16
<i>Elective credits</i>	14
<i>Total:</i>	30

If you leave school before you earn the Ontario Secondary School Diploma, you may be eligible for a *Certificate of Education*. You must have earned at least fourteen credits – six compulsory and eight elective credits.



## *Further Information*

If you earn, through ILC, your last credit for the SSGD, the OSSD, or the SSHGD, the Independent Learning Centre will issue the diploma, unless you have requested that the diploma be issued by the school last attended.

The Independent Learning Centre reports to the Ministry of Education all diplomas and Grade 13 and OAC credits which have been awarded to ILC students.

Do you have a question about your diploma requirements? Call the Independent Learning Centre (see page 1 for telephone numbers) and ask for a counsellor.

ILC will assess the records of students who previously studied outside Ontario to determine what additional requirements they must meet to qualify for an Ontario diploma.

## *University Entrance*

Grade 13 subjects and Ontario Academic Courses (OACs) prepare students for university entrance. Ontario Academic Courses are advanced level courses which will in future be required for admission to university. Ontario Academic Courses will eventually replace all Grade 13 subjects. Grade 13 and OAC credits may be included in the requirements for the SSHGD or OSSD or may be studied independently. The recommended background or prerequisite for each of these courses is listed with its course description.

If you are planning to attend university, you should:

- contact the university to determine the specific entrance requirements for the program you wish to take;
- contact an ILC counsellor if you need help in planning a suitable program of study.

## *After a Diploma, What Next?*

*Horizons*, a guide to educational opportunities in Ontario beyond secondary school, is available from the Ministry of Colleges and Universities. This booklet describes different types of postsecondary educational institutions in Ontario and provides detailed information about the courses and programs available.

For a copy, call or write to:

Ministry of Colleges and Universities  
Public Enquiries Unit  
Queen's Park  
Mowat Block, 13th Floor  
Toronto, Ontario  
M7A 1L2

Toronto area: 965-6407  
Toll-free (most Ontario areas):  
1-800-268-7501

## Part III

# Special Groups

Individuals

Groups

# Part III

## Special Groups

### The Day-School Program

A day-school principal may contract the services of the Independent Learning Centre for students attending day classes. A principal requesting this service must appoint a day-school facilitator. Students who wish to enrol in an ILC course must apply through this facilitator, using Application Form D. Eligible students will be enrolled in one course at a time. The facilitator is responsible for ensuring that students are carefully screened, that pacing contracts are established, and that progress is monitored regularly.

### Ontario Residents Temporarily Living Outside Ontario

#### Introduction

This section applies to persons who normally live in Ontario but are leaving the province temporarily – for a minimum of three months and a maximum of three years.

Applicants who are leaving Canada must supply the name and address of an Ontario resident who will be responsible for forwarding books,

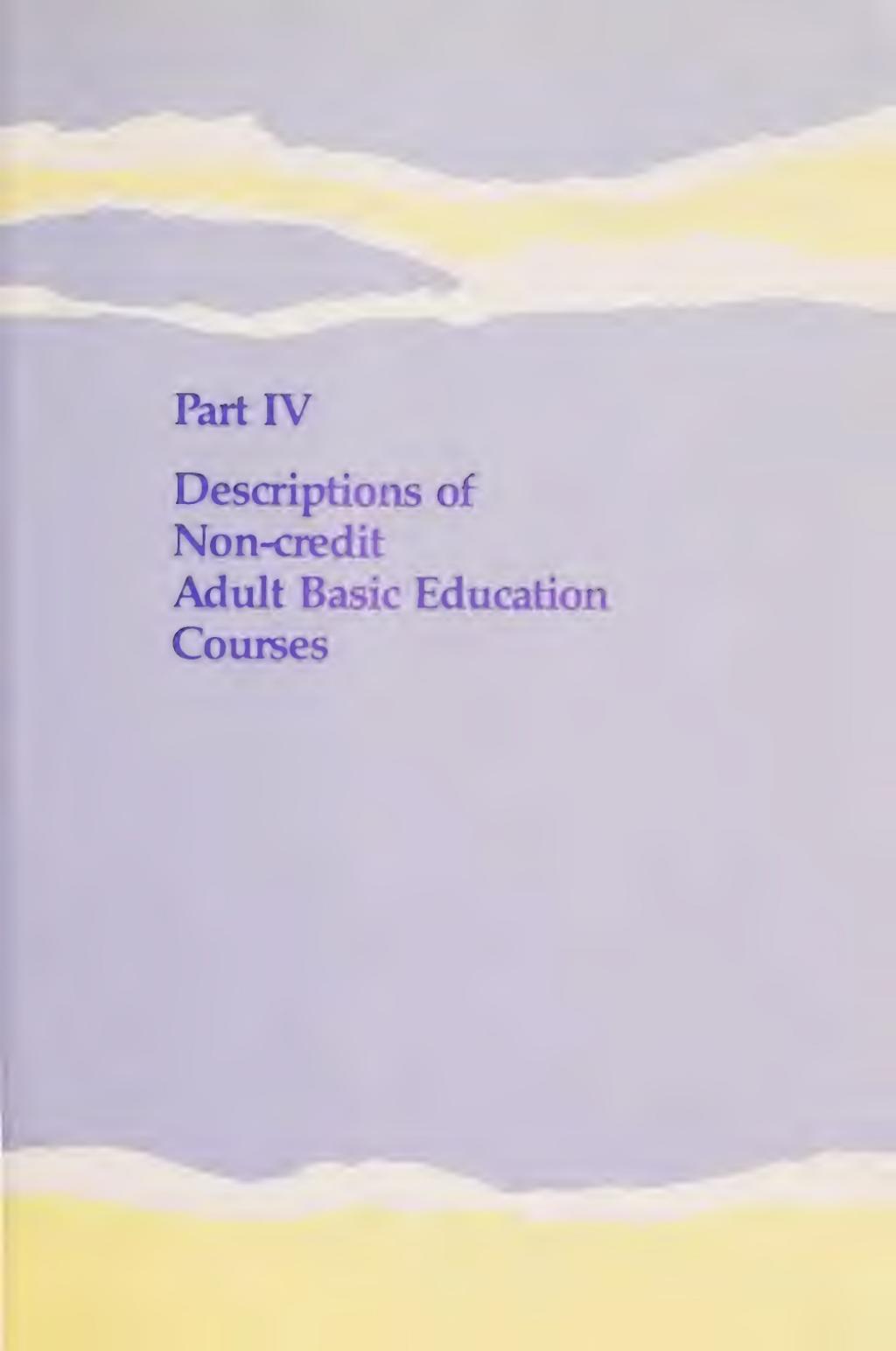
lessons, and marked assignments. The complete duties of this liaison person are outlined at the time of the student's enrolment. Please contact the Independent Learning Centre to discuss plans with a counsellor well in advance of leaving the country.

#### Adults

An adult normally resident in Ontario but temporarily residing outside this province is eligible to enrol in secondary courses. To enrol, an applicant should complete Application Form F and submit it, along with an up-to-date school record, well in advance of the time of leaving the province.

#### Students Under Sixteen

Information about the enrolment of these students can be found in the pamphlet *Students Under Sixteen*, available from the Independent Learning Centre. The telephone numbers and address are on page 1.



## **Part IV**

### **Descriptions of Non-credit Adult Basic Education Courses**

# Part IV

## Descriptions of Non-credit Adult Basic Education Courses

### Adult Basic Education

Adult Basic Education includes three types of courses: Adult Basic Literacy, English As a Second Language, and Adult Basic English. The first two require that the student have someone to act as volunteer tutor; the third is intended for adults who are able to work on their own to improve their English reading and writing skills.

A volunteer tutor can be anyone interested in helping the student learn to speak or read and write English. To act as a volunteer tutor, a person does not need any special skills. A volunteer tutor is expected to:

- read the course descriptions that follow to the student;
- help the student enrol in the course of his or her choice;
- receive the course materials on behalf of the student;
- work through the lessons with the student;
- provide the student with encouragement and practice.

A person interested in becoming a volunteer tutor to someone who wants to learn to read and write should read the section on Adult Basic Literacy on page 21. For information on helping someone who wants to learn to speak English, a potential tutor should read the section on English As a Second Language (page 22).

It should be noted that all the courses listed under Adult Basic Education are non-credit courses. Non-credit courses have the designation "9N" as part of their code. The designation does not mean anything; it simply shows that the courses are non-credit.



## **Adult Basic Literacy**

Adult Basic Literacy is designed specifically for adults who want to learn to read and write and who have someone to act as a volunteer tutor.

The volunteer tutor should read the following course descriptions to the student. To request enrolment in the course the student chooses, the tutor should complete an ESL/ABL Application Form and return it to the Independent Learning Centre.

There are two Adult Basic Literacy courses: Adult Basic Literacy, Part One and Adult Basic Literacy, Part Two. Each course has eight lessons.

Each lesson has two parts: the tutor/student guide and the student book. There is an audio cassette tape for each part. The tutor/student guide and tape provide an introduction to each lesson, as well as suggesting ways for the student and tutor to work together on the lesson. The student book and tape provide the reading material and exercises for the student.

**Note:** A volunteer tutor is required for these courses.

### **Adult Basic Literacy, Part One**

**Course code: ABL9N-1**

Non-credit

There are eight lessons in this course. In each lesson, you will be able to develop and practise your reading and writing skills.

In the first four lessons you will find an introduction to reading: What is it? What makes it easy? What makes it hard? As you practise reading in the next four lessons, you will learn more about yourself, about your body, and about staying healthy.

**Recommended background:** none

**Text:** none

**Equipment:** You must have access to a cassette tape player.

### **Adult Basic Literacy, Part Two**

**Course code: ABL9N-2**

Non-credit

In this course, you will continue to improve your reading and writing skills. You will read about famous people and unusual events. You will also practise skills that you can use in your day-to-day life.

**Recommended background:** Adult Basic Literacy, Part One

**Text:** none

**Equipment:** You must have access to a cassette tape player.

## *English As a Second Language*

The two English-As-a-Second-Language (ESL) courses are designed for adults who speak little or no English and who have someone to act as a volunteer tutor.

The tutor should read and explain the following course descriptions to the student. To request enrolment in the course the student chooses, the tutor should complete an ESL/ABL Application Form and return it to the Independent Learning Centre.

Both ESL courses use audio cassette tapes and student workbooks. The tutor helps the student work through the lessons and provides the student with conversation practice.

A qualified ESL teacher, appointed by ILC, provides professional instruction. The teacher evaluates the assignments and has regular telephone conversations with the student.

**Note: A volunteer tutor is required for these courses.**

**English As a Second Language,  
Part One**  
**Course code: ESL9N-1**

Non-credit

By the end of this course you will know enough English to:

- say hello to people;
- talk about yourself;
- ask others about themselves;

- take telephone messages;
- ask for directions;
- talk to neighbours about everyday things;
- have repairs done.

**Recommended background:** none

**Text:** none

**Equipment:** You must have access to a cassette tape player.

**English As a Second Language,  
Part Two**

**Course code: ESL9N-2**

Non-credit

This course is a continuation of English As a Second Language, Part One.

By the end of this course you will speak English well enough to:

- get to know people;
- make appointments;
- give and understand directions;
- use the telephone;
- start a new job.

**Recommended background:** English As a Second Language, Part One

**Text:** none

**Equipment:** You must have access to a cassette tape player.

## **Adult Basic English**

These courses are designed for adults who want to improve their reading and writing skills. Each lesson contains interesting short stories for reading, as well as spelling and writing exercises. Students also learn how to use a dictionary.

There are two Adult Basic English courses: Adult Basic English, Part One and Adult Basic English, Part Two. Each course has ten lessons. There is an audio cassette tape with each lesson.

A student who wishes to enrol in one of these courses should complete Application Form C and return it to the Independent Learning Centre.

### **Adult Basic English, Part One**

**Course code: ABE9N-1**

Non-credit

In this first course you will:

- read about famous people and interesting events;
- learn how to write good sentences;
- practise spelling;
- improve your use of English.

The audio cassette tapes will help you work through the lessons.

**Recommended background:** none

**Text:** none

**Equipment:** You must have access to a cassette tape player.

### **Adult Basic English, Part Two**

**Course code: ABE9N-2**

Non-credit

You may take this course after you have finished Adult Basic English, Part One. In this course you will:

- read short stories and newspaper reports about real people and real events;
- learn skills that are helpful in your day-to-day life, such as filling out application forms;
- learn how to write a paragraph;
- improve your spelling and your use of English;
- learn how to use a dictionary.

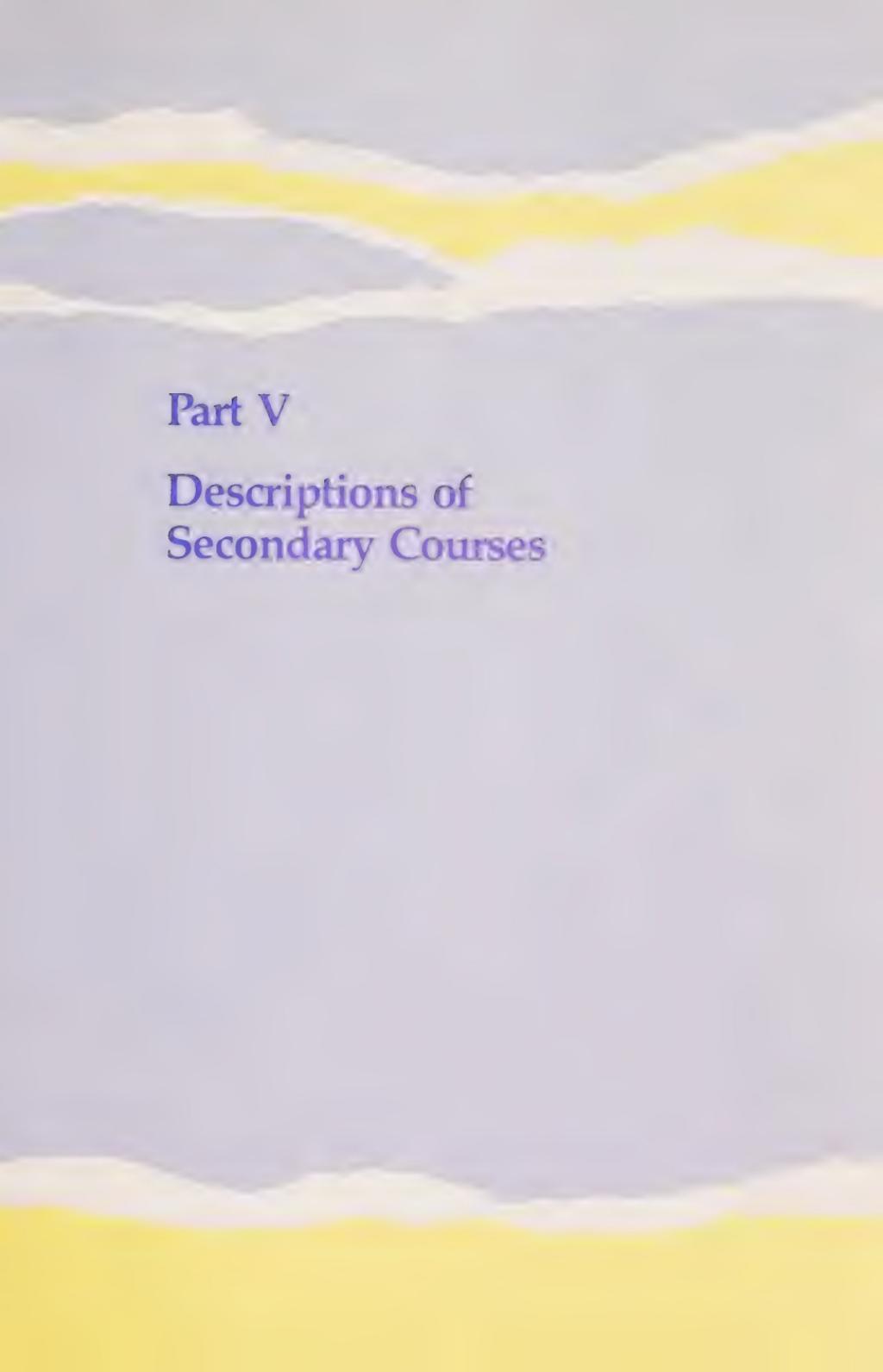
The audio cassette tapes will help you work through the lessons.

**Recommended background:** Adult Basic English, Part One

**Text:** none

**Equipment:** You must have access to a cassette tape player.





## Part V

### Descriptions of Secondary Courses

# Part V

## Descriptions of Secondary Courses

### Statement regarding guidelines

All courses offered by the Independent Learning Centre have been developed according to the requirements of the Ontario Ministry of Education.

## Arts

### General Level Courses

General level courses in the arts are designed for students who wish one or more of the following:

- to become aware of fundamental concepts in art design and of basic techniques and materials;
- to develop self-expression through creative art experience;
- to acquire the mastery of skills in varying media;
- to begin preparation for a career in applied arts;
- to pursue a lifelong interest.

### Practical Art

**Visual Arts – Drawing and Painting  
(Beginning in Art)**

**Course code: AVF2G-B**

**Grade 10**

**1 credit**

By doing some of the tasks artists do, you should come to an understanding of what art is. That's the idea behind this course, designed for the person who is interested in art and wants to develop more skill. It teaches the basic principles of art by means of practical projects. You will learn basic drawing and painting skills through "hands-on" use of the artist's own tools and materials.

Students submit practical projects for teacher evaluation.

**Recommended background:** none

**Text:** none

**Equipment:** You are required to supply your own art materials. Instructions regarding the purchase of a complete art kit (at a cost of \$19.50) will be included with the first package of lesson materials.

**Visual Arts – Drawing and Painting**

**Course code:** AVF4G-Q

**Grade 12**

**1/2 credit**

The emphasis in this course is on the practice of drawing and painting by means of practical assignments involving the use of pencil and water colour.

The history of art is introduced in each lesson, particularly as it relates to the practical exercises and helps you understand and complete your assignments.

**Recommended background:** a course in practical art, preferably AVF2G-B

**Text:** Mittler, Gene A. *Art in Focus*.

**Equipment:** You are required to supply your own art materials. Instructions regarding the purchase of a complete art kit (at a cost of \$19.50) will be included with the first package of lesson materials.

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*Art Appreciation and History*

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**Visual Arts – Aesthetics and  
Appreciation**

**(Awareness in Action)**

**Course code: AVT3G-A**

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**Grade 11**

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**1 credit**

This course will help you become more aware of the world in which you live and of your response to it. In carrying out the practical projects that form the core of the course, you will find yourself looking at familiar objects in your environment from unexpected angles and discovering new relationships among the things you observe and experience. Ultimately, these enriched perceptions will allow you to learn more about yourself and the world around you.

**Recommended background:** Grade 10 English and an interest in art

**Text:** none

## *Advanced Level Courses*

Advanced level courses in the arts are designed for students who wish one or more of the following:

- to proceed to Ontario Academic Courses and/or university courses in the arts;
- to begin acquiring knowledge and developing appropriate skills in preparation for a career in applied arts;
- to develop a foundation for self-expression through the challenge of problem-solving experiences in both theory and practice;
- to pursue a lifelong interest.

### *Practical Art*

#### **Visual Arts – Drawing and Painting (Style in Art)**

**Course code: AVF4A-P**

Grade 12

1/2 credit

This course consists of ten lessons concerned with style in art. Through increased awareness of form, you develop a distinctive style of expression. The course examines ten contrasting styles of modern painting, including fauvism, impressionism, primitivism, and abstraction.

Practical projects involve the use of water colour, ink, and pastels.

**Recommended background:** a course in practical art, preferably AVF2G-B

**Text:** none

**Equipment:** You are required to supply your own art materials. Instructions regarding the purchase of a complete art kit (at a cost of \$19.50) will be included with the first package of lesson materials.

#### **Visual Arts – Comprehensive (The Artist's Study)**

**Course code: AVI5A-A**

Grade 13

1 credit

Assignments in painting and drawing are combined in this course with a survey of the history of modern art from 1700 to the present.

Following a review of principles and elements, you will relate these to the growth of the main styles of modern art: neoclassicism, futurism, realism, impressionism, cubism, etc. Assignments include practical work with acrylic, oil, water colour, and other media; reading in the history of art; and written essays.

You must have previously developed some understanding of colour theory and the handling of paint, as well as a good visual sense.

**Recommended background:** Grade 12 English and art or the equivalent

**Text:** none

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*Art Appreciation and History*

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**Visual Arts – Art History**

(Great European Art)

**Course code: AVT3A-P**

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**Grade 11**

**1/2 credit**

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This course traces the history of European art from the beginning of the Renaissance through the baroque and rococo periods to the eighteenth century. Great masters whose works you will study include Botticelli, Michelangelo, Dürer, Rubens, Rembrandt, Poussin, and Sir Christopher Wren. The course reviews the principles of composition and the elements of design.

**Recommended background:** none

**Text:** none

**Equipment:** A portfolio of reproductions is sent to you on loan.

# **Business Studies**

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Business Studies is composed of five separate programs: the general business program, the secretarial program, the information processing / integrated office systems program, the accounting program, and the law program. For a description of each of these programs, students should turn to pages 31, 33, 34, 36, and 38, respectively.

Within each program area, the courses may be offered at the basic, general, or advanced level. A description of these levels follows.

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## *Basic Level Courses*

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Basic level courses in business studies are designed for students who wish one or both of the following:

- to gain a better understanding of how the business world affects their lives and how they can take advantage of the services it offers;
- to go directly into the work force upon graduation.

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## *General Level Courses*

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General level courses are designed for students who wish one or more of the following:

- to enter the workplace upon graduation;
- to further their studies in a community college or other postsecondary program;
- to acquire and learn to apply business-related skills.

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## *Advanced Level Courses*

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Advanced level courses are designed for students who wish one or both of the following:

- to take courses that emphasize theory rather than the application of theory and cover the material in more depth than general or basic level courses;
- to pursue postsecondary education at a university or in some programs in colleges of applied arts and technology.

## **General Business Program**

General business courses are orientation courses, especially designed for students who have no background in business.

### **Basic Level Courses**

#### *Introduction to Business*

##### **Introduction to Business**

**Course code:** BIB1B-M

**Grade 9**                                    **1/2 credit**

Did you know that as a consumer you have an influence on the business world? Did you know that as a worker you also have an impact on the business world? This course will show you how you can help to shape the marketplace through the things you do or do not purchase and through the jobs you do in the business world. It will also make you aware of the role of government in protecting people from unfair business practices.

After completing this course, you may enrol in BIB1B-P to complete a full credit in Introduction to Business.

**Recommended background:** none

**Text:** none

##### **Introduction to Business**

**Course code:** BIB1B-P

**Grade 9**                                    **1/2 credit**

Would you like to know what kinds of jobs are available in the business world? Would you like to learn to plan

for a career in business? This course is a continuation of BIB1B-M. You will find out about a variety of different job opportunities found in the business world, such as law, recordkeeping, office services, merchandising, and data processing, and you will have an opportunity to practise some basic tasks done in each of these jobs. You will also learn about career planning and about the many services offered to both business and individuals by financial institutions such as banks and trust companies.

**Recommended background:** none

**Text:** none

#### *Merchandising*

##### **Merchandising**

**Course code:** BMM3B-M

**Grade 11**                                    **1/2 credit**

This course will be available in December 1988.

This course will help you develop the skills you need to get a job in merchandising. Topics include: how to operate machines such as cash registers; how to handle cash; how goods and services get to the consumer; what types of retail stores there are; and what expectations an employer will have of an employee (e.g., courtesy, punctuality, good work habits). You will learn about the various job opportunities in this growing field and develop your job-search skills and interview techniques.

**Recommended background:** none

**Text:** none

## *General Level Courses*

### *Consumer Studies*

#### **Consumer Studies**

**Course code: BCS2G-M**

Grade 10

1/2 credit

We are all consumers. With this in mind, this half-credit, ten-lesson course is designed to help you understand how the marketplace works, thus making you a wise consumer. It will also prepare you for study in more advanced business courses.

Topics in this course include: an introduction to marketing; developing your shopping skills; obtaining credit and using it wisely; and managing your transportation dollar.

After you have completed five lessons in this course, you may enrol in a second, half-credit course in consumer studies (see BCS2G-P).

**Recommended background:** none

**Text:** none

#### **Consumer Studies**

**Course code: BCS2G-P**

Grade 10

1/2 credit

This course is a continuation of Consumer Studies BCS2G-M. It is designed to further develop your skills as a consumer. Topics include: finding housing accommodation to suit your needs; budgeting; banking; investing; recordkeeping; buying insurance; and consumer protection legislation.

**Recommended background:** none

**Text:** none

## *Advanced Level Courses*

### *Introduction to Business*

#### **Introduction to Business**

**Course code: BIB1A-M**

Grade 9

1/2 credit

This course will be available in December 1988.

Would you like an opportunity to learn and practise the skills used in the business world? Would you like to increase your understanding of how business, government, and individuals help to shape the economy through their involvement in the business community?

Topics in this course include: the Canadian marketplace; development of personal and business-related skills through an exploration of business practices; the stock market; employment opportunities; and career planning.

**Recommended background:** none

**Text:** none

## ***Secretarial Program***

The secretarial program is designed to prepare students for entry into the workplace in the secretarial/clerical area. The program consists of courses in keyboarding/typing. These courses are intended to teach touch typing and the formatting of business documents and to build students' keyboarding speed and accuracy.

## ***General Level Courses***

### ***Keyboarding/Typing***

As computers continue to affect our lives, both in business and personally, the need for keyboarding skills becomes more and more important. By introducing students to keyboarding skills, these courses will enable students to use the new computer technology more effectively in future business and personal endeavours. They will also be of benefit to those students using typewriters in the workplace or for school work.

#### ***Keyboarding I – Introduction***

***(Typewriting)***

***Course code: BKI1G-M***

***Grade 9***

***1/2 credit***

This introductory course will teach you to type by the touch system. You will learn the keyboard, including numbers and special characters, as well as how to set up your assignments attractively on the page. This course will be of interest to you if you wish to learn the keyboard for personal use or if you will be working

with computers. It also provides you with a basic foundation for all future keyboarding courses. Topics include: keyboarding; word division; error correction; and horizontal and vertical centring.

After completing this course, you may enrol in BKI1G-P to complete a full credit.

A full keyboarding credit is a prerequisite for the Senior Division BSI3G-M.

***Recommended background:*** none

***Text:*** none

***Equipment:*** You must have access to a typewriter, a word processor with printer, or a computer with word-processing capabilities and printer.

#### ***Keyboarding I – Introduction (Typewriting)***

***Course code: BKI1G-P***

***Grade 9***

***1/2 credit***

This course is a continuation of BKI1G-M and will further develop your keyboarding and communication skills. It will be of interest to you if you are preparing for a secretarial/word-processing career, if you wish to learn keyboarding skills for personal use, or if you would like to use a word-processing program on a microcomputer more effectively.

Topics include: personal letters; careers in keyboarding; composition at the keyboard; and communication skills. By the end of this course you should be typing at thirty words per minute.

A full keyboarding credit is a prerequisite for the Senior Division BSI3G-M.

**Recommended background:** BKI1G-M

**Text:** none

**Equipment:** You must have access to a typewriter, a word processor with printer, or a computer with word-processing capabilities and printer.

**Keyboarding II – Business Applications  
(Typewriting)**  
**Course code: BKA2G-A**

**Grade 10**                           **1 credit**

This course will help you develop practical business-related keying skills. Speed and accuracy will be stressed through the use of timed writings. You will learn how to produce materials that meet the requirements of the business community in both speed and quality.

Topics include: centring; tabulating; duplicating; typing letters, manuscripts, and forms; and proofreading.

**Prerequisite:** BKI1G-M and BKI1G-P or an equivalent introductory typing course

**Text:** Attridge, Catherine M. *Applying Typing Skills*.

**Equipment:** You must have access to a typewriter, a word processor with printer, or a computer with word-processing capabilities and printer.

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**Information Processing/  
Integrated Office Systems  
Program**

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The ways in which things are done in business have changed dramatically over the past decade, and nowhere are these changes more evident than in the modern office. The efficient processing of information has become one of the most important tasks in the day-to-day operation of a successful business. The integrated office systems courses will introduce students to today's current business and office systems, procedures, and equipment, taking into consideration the implications of future technological change.

The courses in information processing/integrated office systems deal with keying and processing information. Students will have opportunities to explore the concepts and develop the skills needed to work at a multi-function office work-station. The development of interpersonal, decision-making, and communication skills are important components of these courses.

Notemaking provides students with the opportunity to learn a personal shorthand system and to develop skills in summarizing, researching, and presenting information.

## **General Level Courses**

### **Information Processing/Integrated Office Systems**

#### **Integrated Office Systems (Information Processing) Course code: BSI3G-M**

Grade 11                            1/2 credit

The assignments that you will do for this course will prepare you for office employment. You will develop keyboarding, production, and communication skills and become familiar with a number of office procedures.

Topics include: evolution of the office; business communications; preparing for an office career; letters; postal services; telephone communications; machine dictation and transcription; and advanced formatting.

After completing this course, you may enrol in BSI3G-P to complete a full credit.

**Prerequisite:** a full keyboarding credit, such as BKI1G-M and BKI1G-P

**Texts:** Attridge, Catherine M. *Office Procedures: A Word Processing Approach*. 2nd ed.

Sparling, Allen E., and Attridge, Catherine M. *Complete Course in Office Procedures*. 5th ed.

**Equipment:** You must have access to a typewriter, a word processor with printer, or a computer with word-processing capabilities and printer.

#### **Integrated Office Systems (Information Processing)**

**Course code: BSI3G-P**

Grade 11

1/2 credit

In this course you continue the skill development outlined in BSI3G-M. Topics include: effective letter writing; use of metric terminology; an introduction to word-processing concepts; telecommunications; long distance telephone services; alphabetical filing; business reports; micrographics; and starting a new job.

**Required background:** BSI3G-M or the equivalent

**Texts:** Attridge, Catherine M. *Office Procedures: A Word Processing Approach*. 2nd ed.

Sparling, Allen E., and Attridge, Catherine M. *Complete Course in Office Procedures*. 5th ed.

**Equipment:** You must have access to a typewriter, a word processor with printer, or a computer with word-processing capabilities and printer.

#### **Integrated Office Systems (Information Processing) Course code: BSI4G-B**

Grade 12

1 credit

This course will provide you with an opportunity to examine a business organization, including specific department functions, and to understand the ways in which employees are evaluated. The study of the integration of new equipment and procedures will form a major portion of this course.

Topics include: department organization and function; integrated office

procedures and systems; administrative support functions; and career planning.

**Prerequisite:** BSI3G-M and BSI3G-P or the equivalent

**Texts:** Attridge, Catherine M. *Office Procedures: A Word Processing Approach.* 2nd ed.

Sparling, Allen E., and Attridge, Catherine M. *Complete Course in Office Procedures.* 5th ed.

**Equipment:** You must have access to a typewriter, a word processor with printer, or a computer with word-processing capabilities and printer.

## *Advanced Level Courses*

### *Notemaking*

Notemaking is an important skill for everyone. It focuses on identifying key points in an oral communication, recording them with the use of a personal shorthand system, and organizing them for reference at a later date.

Notemaking is designed to be of aid to students and to people in the workplace.

#### **Notemaking**

**Course code:** BSN3A-M

Grade 11                             $\frac{1}{2}$  credit

This half-credit course will teach you the Forkner personal shorthand system. You will take dictation at speeds of up to ninety words per minute and begin to apply the system to the notemaking process.

**Recommended background:** Grade 10 English

**Text:** Forkner, H.; Brown, F.; Johnson, B.; and Cunningham, M. *Forkner Shorthand.*

**Equipment:** You must have access to a cassette tape player.

## *Accounting Program*

The accounting program will provide students with a knowledge of fundamental accounting principles, accepted accounting terminology, and the procedures generally used for maintaining accurate financial records. Accounting can help people maintain accurate personal records, or financial records if they are self-employed. It can also lead to a career in an accounting-related field or in one of the accounting professions.

## *General Level Courses*

### **Accounting – Introduction**

**Course code:** BAI3G-C

Grade 11

1 credit

This course will give you a basic understanding of accounting principles and concepts related to both business and personal use. Topics include: the accounting cycle for a service business; control procedures in a business; graphs; combination journals; an introduction to payroll; and careers in accounting.

**Recommended background:** Grade 10 mathematics

**Text:** none

**Accounting – Applications  
(Applied Accounting)**

**Course code:** BAA4G-M

**Grade 12**

**1/2 credit**

In your introductory accounting course, you learned the principles and concepts which are part of the accounting cycle. This course concentrates on the practical use of these principles and concepts in a realistic business setting. Topics include: a brief review of the accounting cycle; accounts receivable and sales systems; and personal income tax.

After taking this course you may complete a full credit in applied accounting by taking BAA4G-P.

**Recommended background:** BAI3G-C or the equivalent

**Text:** D'Amico, V., and Wilson, R. *Applied Accounting*. 2nd ed.

**Accounting - Applications  
(Applied Accounting)**

**Course code:** BAA4G-P

**Grade 12**

**1/2 credit**

This course is a continuation of Accounting – Applications BAA4G-M. It is designed to help you develop further your understanding of accounting by letting you apply the concepts and principles of accounting to various realistic business situations. Topics include: payroll systems; an introduction to cost accounting; and inventory control.

**Recommended background:** BAA4G-M or the equivalent

**Text:** D'Amico, V., and Wilson, R. *Applied Accounting*. 2nd ed.

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**Advanced Level Courses**

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**Accounting**

**Course code:** BAC3A-A

**Grade 11**

**1 credit**

This course is designed to meet the needs of students seeking an introductory course in accounting theory. You will learn basic concepts and theories of accounting and use accounting applications to reinforce your understanding of these theoretical principles.

This course concentrates on the accounting practices encountered in a small business and will provide you with an opportunity to gain an understanding of business in general. Topics include: the accounting cycle; ledger systems; cash control and banking; analysis of financial statements and journals; and career awareness.

This course is a prerequisite for the Accounting OAC, BAC0A-A.

**Recommended background:** none

**Text:** none

## *Ontario Academic Courses*

### **Accounting OAC**

**Course code:** BAC0A-A

OAC

1 credit

While it will provide a good theoretical background for students who intend to enter the work force after high school, Accounting OAC is primarily intended for students who wish to pursue their studies at the university level. After a brief review of fundamental accounting concepts and procedures, this course will provide you with an in-depth study of generally accepted accounting principles and accounting for business, and show you how to analyse financial data. The use of accounting as a decision-making tool will be emphasized.

**Prerequisite:** BAC3A-A

**Text:** Meigs, W.; Meigs, R.; and Lam, W. *Accounting: The Basis for Business Decisions*. 5th Canadian ed.

## *Law Program*

The law program is made up of a number of ten-lesson, half-credit courses. The initial course is an introduction to Canadian law. Additional half-credit courses include criminal law, contracts and consumer law, human rights and law in the workplace, and family law.

## *General Level Courses*

### **Law**

**(Introduction to Law)**

**Course code:** BLW4G-M

Grade 12

1/2 credit

Every aspect of life is regulated by some law. It is important that you understand your rights and duties under the law. This introductory course provides you with an overview of the various areas or subjects which make up the law. Topics include: criminal law; tort law; contracts and consumer law; and family law.

**Recommended background:** Grade 10 English

**Text:** none

### **Law**

**(Criminal Law)**

**Course code:** BLW4G-P

Grade 12

1/2 credit

This course offers you an in-depth study of criminal law and law enforcement in Canada. Topics include: the criminal code; criminal court structure; arrest; trial procedures; and sentencing of people convicted of crimes.

**Recommended background:** BLW4G-M or the equivalent

**Text:** none

**Law**  
**(Contracts and Consumer Law)**  
**Course code: BLW4G-Q**

Grade 12                     $\frac{1}{2}$  credit

Every one of us is a consumer and as such we are constantly entering into various types of contracts. This course involves a study of the law of contracts and of the federal and provincial legislation that affects consumers. Topics include: the components of a valid contract; remedies for broken contracts; and those areas of legislation that relate to consumers and contracts.

**Recommended background:**  
BLW4G-M or the equivalent

**Text:** none

**Law**  
**(Human Rights and the Law in the Workplace)**  
**Course code: BLW4G-R**

Grade 12                     $\frac{1}{2}$  credit

Under Canada's Constitution, each of us is guaranteed certain rights. This course examines human rights as they apply to each of us in general and more specifically to men and women in the workplace. Topics include: human rights and discrimination; labour relations; Workers' Compensation; and dismissal from employment.

**Recommended background:**  
BLW4G-M or the equivalent

**Text:** none

**Law**  
**(The Family and the Law)**  
**Course code: BLW4G-S**

Grade 12                     $\frac{1}{2}$  credit

The Family Law Act has changed family law significantly. It is important for all of us to be aware of the rights and obligations related to the family, as outlined in this act and in other provincial and federal legislation. Topics include: engagement; marriage/cohabitation; marriage breakdown; children and the law; and law and the family.

**Recommended background:**  
BLW4G-M or the equivalent

**Text:** none

# Computer Studies

We are now living in an information society. High technology has had, and will continue to have, a profound effect on many areas of our lives. It is important to understand the new forms of technology and the changes they have brought, so that we can use them to our advantage and be comfortable with them. The computer studies courses will provide students with such an opportunity.

## *General Level Courses*

**Introduction to Computer Studies  
(How They Work)**  
Course code: DIC2G-M

Grade 10                            1/2 credit

Computers are all around us. This half-credit, ten-lesson course deals with the computer: what it is, how it works, and what it can and cannot do. Topics include: the parts of a computer; how information is handled by a computer; and an introduction to computer programming.

After completing this course, you may wish to enrol in Introduction to Computer Studies (Issues and Applications) DIC2G-P.

**Note:** This course does not require that you have access to a computer. If you do have access to a computer, you

may wish to take DIC2A-A instead of this course.

**Recommended background:** none

**Text:** none

**Introduction to Computer Studies  
(Issues and Applications)**

Course code: DIC2G-P

Grade 10

1/2 credit

This ten-lesson course is a continuation of Introduction to Computer Studies (How They Work) DIC2G-M. It deals with the use of computers today and their probable use in the future. This course also investigates some of the problems which technology has created. Topics include: how computers are used in such areas as education, medicine, and business; computer crime; and computer-related careers.

**Note:** This course does not require access to a computer.

**Recommended background:**  
DIC2G-M or the equivalent

**Text:** none

## *Advanced Level Courses*

### **Introduction to Computer Studies (Computer Awareness)**

**Course code: DIC2A-A**

**Grade 10**                    **1 credit**

This course provides a general introduction to the use of computers. You will learn about computer systems and components and simple programming instructions.

Topics include: computer system components; the computer in action; programming; computer applications; and the social impact of the new technology.

One-third of the course involves the use of a computer.

**Recommended background:** none

**Text:** none

**Equipment:** You must have access to a microcomputer that uses the BASIC computer language.

## *Special "Hands-on" Computer Courses*

The following courses require that you have access to special computers and software. For further information about the courses or the equipment required, please contact an ILC information officer.

## *General Level Courses*

### **Data Processing Concepts**

**Course code: DPC3G-M**

**Grade 11**                    **1/2 credit**

Have you ever wondered what the term "information processing" means? This course will not only teach you about information processing but also show you how to use a word processor and a data manipulation program. You will also use a computerized payroll/inventory package during an assignment involving a simulation of the functions of a bookstore. By the end of this course, you will understand how information flows through an organization to meet the needs of the various employees and you will be able to produce information using a number of computer programs.

**Recommended background:** none

**Text:** none

**Equipment:** You must have access to an ICON computer and special software.

## Data Processing Concepts

Course code: DPC3G-P

Grade 11

1/2 credit

This course will be available in November 1988.

Would you like to know more about the components of a computer system and the way in which they process data? Are you interested in learning to program a computer? If so, this is the course for you.

You will have an opportunity to program in LOGO and ALICE Basic and to learn how to use an electronic spreadsheet. You will see how the hardware interfaces with the software to process instructions and data.

Whereas DPC3G-M focused on information processing, this course will focus on the hardware and how it functions.

### Recommended background:

DPC3G-M

**Text:** Chambers, Gene. *Data Processing Concepts*.

**Equipment:** You must have access to an ICON computer and special software.

## Advanced Level Courses

### Computer Science and Technology

Course code: DST3A-A

Grade 11

1 credit

This course will be available in December 1988.

Would you like to learn how to program a computer and use an electronics kit to wire the chips and other components together so that they perform various functions? This course will show you how to perform these tasks. You will also learn about the major parts of a computer system and the manner in which they process instructions and data.

**Recommended background:** none

**Text:** none

**Equipment:** You must have access to an ICON computer and a Digital Logic trainer.

### Systems Analysis and Design

Course code: DPS4A-A

Grade 12

1 credit

This course will teach you how to analyse various business functions, such as sales and inventory control, in terms of the information, hardware, and human resources required. You will learn to identify current and potential problems and to develop a number of alternative solutions.

The concepts that you learn throughout the lessons will be applied to a case study called Video Vic. By the end of the course you will have done

an actual systems analysis and design on the Video Vic case study.

You will also learn how to use word processors, data bases, and electronic spreadsheets and you will use these programs to implement your solution to the Video Vic case study.

**Recommended background:** Grade 11 advanced level English

**Text:** Wilkinson, T. *WATFILE/Plus Data Manipulation System*.

**Equipment:** You must have access to an ICON computer.

# English

## Basic Level Courses

Basic level courses in English are designed for students who wish one or more of the following:

- to improve their reading and writing skills;
- to improve their use of English in everyday life;
- to review their English skills before taking a Grade 9 general or advanced level English course.

### English

**Course code: ENG1B-D**

Grade 9                                    1 credit

Do you want to improve your use of English in everyday situations? In this course you can practise and improve your personal writing and reading skills while writing letters, filling out forms, and reading newspaper articles. An audiotape comes with each lesson. The tapes will help you to understand the lessons, although it is not necessary to use them.

You will find this course helpful:

- a) if you have studied English as a second language; or
- b) if you did not complete all of your elementary schooling.

**Recommended background:** none

**Text:** *The Winston Canadian Dictionary for Schools.*

**Equipment:** You should have access to a cassette tape player.

**Note:** If you want a practical approach to improving your reading and writing skills, you will find the following two courses helpful. Each course is worth one-half credit. To earn a full credit in Grade 10 basic English, you should complete ENG2B-M and ENG2B-P. Enrol first in ENG2B-M. When you have completed the first five lessons, you may enrol (by telephone or by mail) in ENG2B-P.

### English

**Course code: ENG2B-M**

Grade 10                                    1/2 credit

Here is a course with a practical approach to studying English. It will help you to improve your reading and writing skills. Topics include: spelling and word usage; sentence structure; paragraph writing; descriptive language; and Canadian short stories.

An audiotape comes with each lesson, but it is possible to do the course without using the tapes. If, however, English is a second language for you, you will find the audiotapes especially helpful.

**Recommended background:**  
ENG1B-D or the equivalent

**Text:** *The Winston Canadian Dictionary for Schools.*

**Equipment:** You should have access to a cassette tape player.

### English

**Course code:** ENG2B-P

Grade 10                             $\frac{1}{2}$  credit

If you wish to continue to improve the skills you learned in ENG2B-M, then try this course. It is designed to follow it. Topics include: spelling, word usage, and sentence structure; paragraphs and compositions; personal and business correspondence; Canadian short stories; and Canadian poetry.

An audiotape to help you understand the material comes with each lesson. Although it is not necessary to use the tapes, they are important tools to help you hear how English is spoken.

**Recommended background:**  
ENG2B-M or the equivalent

**Text:** *The Winston Canadian Dictionary for Schools.*

**Equipment:** You should have access to a cassette tape player.

### General Level Courses

General level courses in English are designed for students who wish one or more of the following:

- to acquire the English skills necessary for enrolment in a college of applied arts and technology or for employment;
- to develop their appreciation of literature;
- to develop their own writing and communication skills.

### English

**Course code:** ENG1G-M

Grade 9                             $\frac{1}{2}$  credit

Are you interested in continuing your study of English? This ten-lesson course is an introduction to English at the general level of difficulty. You will have an opportunity to hear, read, and appreciate a variety of selections from English literature, including short stories, poetry, plays, and essays. You will also have an opportunity to improve your own writing skills.

The audiotapes that accompany this course will assist you in improving your listening and speaking skills.

**Recommended background:** successful completion of elementary school English or the equivalent

**Text:** *The Winston Canadian Dictionary for Schools.*

**Equipment:** You must have access to a cassette tape player.

**English**  
**Course code: ENG1G-P**

Grade 9                    **1/2 credit**

This ten-lesson course is a continuation of ENG1G-M. In it, you will continue to study English literature, including short stories, poetry, plays, and essays, and you will improve your writing skills. To assist you in your writing, this course covers editing and revising skills, English usage, and suggestions for improving your spelling.

The audiotapes that accompany this course will assist you in improving your listening and speaking skills.

**Recommended background:**  
ENG1G-M or the equivalent

**Text:** *The Winston Canadian Dictionary for Schools.*

**Equipment:** You must have access to a cassette tape player.

**English**  
**Course code: ENG2G-B**

Grade 10                    **1 credit**

If you wish to continue your study of English and you are ready to read and appreciate a novel and an autobiography, you will find this course interesting. In addition to the novel and autobiography, you will have an opportunity to read other types of Canadian literature and to develop your own writing skills. This course also provides information on the various forms of correspondence and on correct English usage and grammar.

**Recommended background:** Grade 9 English

**Texts:** Carr, Emily. *Klee Wyck.*  
Mitchell, W. O. *Who Has Seen the Wind.*  
*The Winston Canadian Dictionary for Schools.*

**English**  
**Course code: ENG3G-A**

Grade 11                    **1 credit**

Literature, largely Canadian, is studied in this course as the basis for understanding the creative process and for enjoying good writing. Short stories, poetry, plays, and a novel are included. Skills of editing and revising are taught throughout the course.

This course will also help you develop an accurate and clear writing style for everyday needs such as letters, reports, and summaries. You should gain confidence in expressing your views.

**Recommended background:**  
ENG2G-B or ENG2A-B or the equivalent

**Texts:** Brown, Cassie. *Death on the Ice.*  
McNeil, James A. *Tigers of the Snow.*

**English Writing**  
**Course code: EWR3G-M**

Grade 11                    **1/2 credit**

Would you like to become a reporter? Or would you like to learn to write with simplicity, clarity, and directness?

If so, this course, with its emphasis on the development of a concise and effective reporting style, should appeal to you. It's intended to help you write for any kind of news publication and to introduce you to the basic techniques of journalism. Topics include: straight

reporting; interviewing techniques; and preparing speeches, meeting reports, obituaries, and personality profiles.

**Recommended background:**  
ENG2G-B or ENG2A-B or the equivalent

**Text:** none

**English**  
**Course code: ENG4G-A**

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Grade 12                                   1 credit

This course will be available until November 1988, when it will be replaced by ENG4G-M and ENG4G-P.

This course is designed to help you learn more about yourself through the study of English. It will help you learn to appreciate literature and language and to improve your reading and writing skills.

The study of short stories, poems, plays, novels, and essays encourages you to explore and respond to contemporary issues. Emphasis is given to Canadian writing, the mass media, and forms of business correspondence. A long-playing record is part of a lesson intended to help you improve your ability to listen and to speak. The language studies relate to the language you encounter every day.

**Recommended background:**  
ENG3G-A or ENG3A-B or the equivalent

**Texts:** Callaghan, Morley. *More Joy in Heaven*.

Hemingway, Ernest. *The Old Man and the Sea*.

Laurence, Margaret. *A Jest of God*. Stevens, John, ed. *Ten Canadian Short Plays*.

**Equipment:** You must have access to a record player.

**English**  
**Course code: ENG4G-M**

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Grade 12                                   1/2 credit

This course will be available in November 1988.

This ten-lesson course provides you with an opportunity to develop and improve your writing skills; to read and respond to a variety of materials, including short stories, poetry, and modern plays; and to develop your research and organizational skills through an independent study project.

An audiotape accompanies this course.

**Recommended background:**  
ENG3G-A or the equivalent

**Text:** none

**Equipment:** You should have access to a cassette tape player.

**English**  
**Course code: ENG4G-P**

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Grade 12                                   1/2 credit

This course will be available in January 1989.

This ten-lesson course is a continuation of ENG4G-M. In it you will continue to develop your writing skills

and improve your ability to conduct and evaluate your own learning projects. You will have an opportunity to read and respond to a variety of Canadian materials, including a novel. An audiotape accompanies the course.

**Recommended background:**

ENG4G-M or the equivalent

**Text:** Hemingway, Ernest. *The Old Man and the Sea*.

**Equipment:** You should have access to a cassette tape player.

## Advanced Level Courses

Advanced level courses in English are designed for students who wish one or both of the following:

- to prepare for entry to university and to certain programs at the colleges of applied arts and technology;
- to expand their knowledge and appreciation of a variety of literary genres.

Students who enrol in advanced level English courses should have well-developed reading and writing skills.

### English

**Course code:** ENG1A-M

Grade 9

$\frac{1}{2}$  credit

If you enjoy reading and writing, this "foundation" course will give you the necessary groundwork for advanced level courses in the English program. It has two purposes: to increase your enjoyment and appreciation of good writers and speakers and to help you

improve your ability to write and speak effectively. As you read and respond to a wide range of good literature, including short stories, poems, and essays, you will also be developing your writing skills through revising, editing, and polishing the articles that you write.

**Recommended background:** successful completion of elementary school English or the equivalent

**Text:** none

### English

**Course code:** ENG1A-P

Grade 9

$\frac{1}{2}$  credit

This course will be available in December 1988.

This ten-lesson course is a continuation of ENG1A-M. In it you will develop your knowledge and appreciation of literature, including short stories, plays, and novels. You will also continue to improve your writing skills and your ability to work independently.

**Recommended background:** ENG1A-M or the equivalent

**Text:** Doyle, Conan. *The Hound of the Baskervilles*.

### English

**Course code:** ENG2A-B

Grade 10

1 credit

Literary appreciation and self-expression are the cornerstones of this advanced course; it is a preparation for studies in academic Senior secondary school English.

English ENG2A-B will enrich your experience of English through reading and writing activities designed to help you express your own individuality. The keys are the “three R’s” – reading, writing, revising. The reading in the course includes short stories, essays, poetry, drama, and novels.

**Recommended background:** ENG1A-M and ENG1A-P or the equivalent

**Texts:** Roy, Gabrielle. *Windflower*.  
Wyndham, John. *The Chrysalids*.

### English **Course code: ENG3A-B**

Grade 11                                   1 credit

Successful completion of this course will provide you with a solid background for further study in English. You will study a novel, short stories, essays, and other prose, poetry, and plays. The unit on the media will help you to understand and respond to the influences of newspapers, film, and television.

You will also be encouraged to improve your writing skills. The principles of effective composition and the fundamentals of correct usage and grammar are covered.

**Recommended background:** Grade 10 advanced level English

**Texts:** Lee, Harper. *To Kill a Mockingbird*.  
Richler, Mordecai. *The Apprenticeship of Duddy Kravitz*.  
Shakespeare, William. *Romeo and Juliet*.

### English **Course code: ENG4A-B**

Grade 12

1 credit

This course explores a wide variety of literary genres (novels, poetry, essays, short stories, plays) and invites students to examine some of the great literary themes. The language component stresses the improvement and expansion of rhetorical skills. If you need assistance with your writing, you will be helped on an individual basis using the language text *Mastering Effective English*. You will practise a wide variety of writing, some of which will be revised, edited, and polished and kept in a “writing folder” as a cumulative record of your progress.

The course will be useful to you if you have highly developed English skills and are planning to take an Ontario Academic Course in English.

**Recommended background:** Grade 11 advanced level English

**Texts:** Larock, M. H.; Tressler, J. C.; and Lewis, C. E. *Mastering Effective English*. 4th ed.  
Steinbeck, John. *The Pearl*.  
Lawrence, D. H. *Sons and Lovers*.  
or MacLennan, Hugh. *Two Solitudes*.  
Shakespeare, William. *Macbeth*.  
or Miller, Arthur. *Death of a Salesman*.

### English Literature **Course code: ELT4A-M**

Grade 12

1/2 credit

Science fiction can provide thrilling entertainment and at the same time explore present-day social concerns and attitudes. In this course, you will sample the shorter fiction of such

masters of the genre as Arthur C. Clarke, Ray Bradbury, Isaac Asimov, and H. G. Wells. You will examine the themes and ideas of science fiction and, at the same time, take a critical look at the art of the short-story writer.

Topics include: interplanetary travel; visits from outer space; time travel; life on other planets; robots and mechanical brains; eugenics and personality control; and the world of tomorrow.

**Recommended background:**  
ENG3G-A or ENG3A-B or the equivalent

**Text:** none

### **English Writing**

**Course code:** EWR4A-M

Grade 12	1/2 credit
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This course has your writing as its focus. Its aim is to make you critical of your own writing and to stimulate you to try to write well, the premise being that good writing is never easy.

Model passages and assignments in the lessons provide examples of techniques used in writing narration, description, exposition, poetry, and short stories, as well as in writing for newspapers, the stage, or the camera. Each lesson also gives you an opportunity for undirected personal expression.

**Recommended background:**  
ENG3G-A or ENG3A-B or the equivalent

**Text:** Strunk, William, Jr., and White, E. B. *Elements of Style*. 3rd ed.

## **Ontario Academic Courses**

The Ontario Academic Courses are designed primarily for students who are planning to attend university. To take an OAC English course, a student must have at least one Senior English credit at the advanced level.

In English there are three OACs:

- OAC I: Language and Literature
- OAC II: The Writer's Craft
- OAC III: Studies in Literature

Students may take one, two, or all three of these courses, depending on their postsecondary plans. However, students who are planning to take only one OAC in English, should take OAC I: Language and Literature.

In each OAC, evaluation is proportional, as follows:

- |                       |     |
|-----------------------|-----|
| – written examination | 30% |
| – writing folder      | 30% |
| – independent study   | 20% |
| – lesson work         | 20% |

In order to receive credit for an OAC, a student must pass the final examination.

### **Language and Literature**

**Course code:** ENG0A-A

OAC	1 credit
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This course, which is designed to prepare you for university study, contains equal components of language and literature. The language component focuses on the improvement of your language skills and on the examination of good usage, structure, and style as they relate to the purpose

and audience of a piece of writing. The literature component includes essays chosen both for their literary merit and as models for developing your thinking and language skills. You will also study a balanced selection of poems, prose fiction, and plays, including acknowledged classics.

**Prerequisite:** at least one advanced level Senior English course

**Texts:** Laurence, Margaret. *The Stone Angel*.

Shakespeare, William. *Hamlet*.

Falcon ed.

Shaw, H. *The McGraw-Hill Handbook of English*. 4th Canadian ed.

Stoppard, Tom. *Rosencrantz and Guildenstern Are Dead*.

### The Writer's Craft

**Course code:** EWC0A-A

OAC 1 credit

The Writer's Craft is not a creative writing course. However, you will find this course valuable if you have a strong interest in writing and are planning future study in an area that has a strong writing component to it.

During the course you will practise writing in different modes and styles for various purposes and audiences. In the language study component you will concentrate on improving your writing skills and examine the varieties of good usage, structure, and style as they are used in different kinds (academic, business, creative) and genres (essays, speeches, drama, poetry, short stories) of writing. The literature component includes many short literary selections chosen as appropriate samples of the writer's craft and articles about writing by writers.

This course may be taken concurrently with ENG0A-A or subsequent to it.

**Prerequisite:** at least one advanced level Senior English course

**Text:** Shaw, H. *The McGraw-Hill Handbook of English*. 4th Canadian ed.

### Studies in Literature

**Course code:** ELI0A-A

OAC

1 credit

This course focuses on an in-depth study of literature. It will be of value if you have a special interest in literature and plan to continue your studies in the humanities area. The language study component is designed to improve your writing skills, examine the techniques of good usage, structure, and style, and explore the craft of language in the literary selections studied. The literature component contains a balanced selection of prose, poetry, and drama from various literary periods and is organized around certain archetypal patterns and themes so that you may become aware of the continuity and structural framework of literature.

You may take this course concurrently with ENG0A-A or EWC0A-A if you have already taken ENG0A-A.

**Prerequisite:** at least one advanced level Senior English course

**Texts:** Conrad, Joseph. *Heart of Darkness*.

Fitzgerald, F. Scott. *The Great Gatsby*.

Shakespeare, William. *The Tempest*.

Signet Classic ed.

Shaw, H. *The McGraw-Hill Handbook of English*. 4th Canadian ed.

# Family Studies

## General Level Courses

General level courses in family studies are designed for students who wish one or both of the following:

- to develop a wide range of skills that are useful in everyday life;
- to understand the individual in relationship to his or her family, friends, and community.

### Family Studies

Course code: NFS2G-A

Grade 10                                    1 credit

This course focuses on the importance of the individual and the family in today's society.

The course will allow you to look at your personal views on the family and will assist you in making important decisions about family topics such as: the changing Canadian family; the family life cycle; decision making in the area of sexual behaviour; the individual and his or her self-concept; love relationships; marriage; having children; and the future and the family.

People of all ages will find this course relevant.

**Recommended background:** none

**Text:** none

## Advanced Level Courses

Advanced level courses in family studies are designed for students who wish one or more of the following:

- to proceed to other courses in the humanities and social sciences;
- to develop the skills that will enable them to become capable and independent learners, thinkers, and evaluators;
- to acquire the knowledge and skills that will enable them to analyse information and develop reasoned perspectives and informed opinions in the field of family studies.

### Canadian Family in Perspective

Course code: NFP5A-A

Grade 13                                    1 credit

This course should broaden your perspectives about family life in general and the Canadian family in particular. Within the framework of human needs, the various lessons examine the following topics: the institution of marriage and its demands and rewards; raising a family, including the roles of parents and children and the demands of old age; family crises, including divorce, unemployment, and alcoholism; and the family of the future.

You are asked to assess the views expressed in readings by psychologists, sociologists, philosophers, poets, and novelists.

**Recommended background:** one Grade 11 or Grade 12 English course

**Text:** none

# French

## *Advanced Level Courses*

### *Series One (New)*

The four Grade 9 French courses listed below are the beginning of a new series. French FSI1A-M and FSI1A-P, which together form one Grade 9 credit, are designed to follow a background of elementary school French studied in Ontario. Students who do not have such a background should consider the introductory courses French FSI1A-M and FSI1A-P, which also provide a Grade 9 credit. Upon completion of French FSI1A-P, students would begin the secondary school core French program with French FSI1A-M.

#### **French**

#### **Course code: FSI1A-M**

Grade 9                                     $\frac{1}{2}$  credit

This course will be available in December 1988.

You should enrol in this course if you have studied no elementary school French. French FSI1A-M is designed to introduce you to the skills of understanding, speaking, reading, and writing everyday French.

**Recommended background:** This course can be attempted by students with no background in formal French studies.

**Text:** none

**Equipment:** You must have access to a cassette tape player.

#### **French**

#### **Course code: FSI1A-P**

Grade 9

$\frac{1}{2}$  credit

This course will be available in February 1989.

This course is a continuation of French FSI1A-M and completes the introduction of presecondary-school French studies. It follows the same format as French FSI1A-M.

A student who has completed some elementary school French in Ontario or who has done some formal French studies may choose to start French at this point in the introductory French program instead of beginning with French FSI1A-M.

**Recommended background:** French FSI1A-M or the equivalent

**Text:** none

**Equipment:** You must have access to a cassette tape player.

## **French**

### **Course code: FSF1A-M**

Grade 9

1/2 credit

Students who have completed their studies in elementary school French in Ontario should begin their secondary school French with this course.

In French FSF1A-M you will continue to increase your skill in understanding, speaking, reading, and writing everyday French.

**Recommended background:** completion of an Ontario elementary school core French program or French FSI1A-P

**Text:** Collins, R. G.; Favrod, A. M.; and McConnell, G. R. *Vive le français*. Level 4.

**Equipment:** You must have access to a cassette tape player.

## **French**

### **Course code: FSF1A-P**

Grade 9

1/2 credit

This course, which is a continuation of French FSF1A-M, will be available in November 1988.

French FSF1A-P provides the second half of your Grade 9 French credit. It focuses on the development of language skills.

Students who have completed French FSF1A-M and FSF1A-P will not continue their French studies with French FSF2A-B. A suitable Grade 10 French course will be available in September 1989.

**Recommended background:** French FSF1A-M or the equivalent

**Text:** Collins, R. G.; Favrod, A. M.; and McConnell, G. R. *Vive le français*. Level 4.

**Equipment:** You must have access to a cassette tape player.

### *Series Two*

The courses listed in this series have been offered by the Independent Learning Centre in the past and will continue to be offered for a limited number of years. Students who are enrolled in or who have completed any of the courses in this series (including FSF1A-A or FSF1A-B) may continue with the next grade in Series Two.

Students with no background in any French studies will not be able to begin their secondary school French studies with this series. See the description of Series One French courses.

## **French**

### **Course code: FSF2A-B**

Grade 10

1 credit

This course is a continuation of French FSF1A-A or FSF1A-B (or their equivalents). FSF1A-A and FSF1A-B were offered prior to 1988. Students who have completed French FSF1A-P should not enrol in French FSF2A-B. A suitable Grade 10 French course will be available in September 1989.

This course emphasizes the acquisition of increased skill in understanding, speaking, reading, and writing everyday modern French. To help you improve your skills, the course

provides oral practice (by means of cassettes); language analysis; writing practice, including some study of grammar; and reading practice (of medium-length passages). In addition to increasing your vocabulary, you will learn to use the present and immediate future verb tenses and to use pronouns as subject and object.

**Recommended background:** FSF1A-A or FSF1A-B or the equivalent

**Text:** Kenney, M.; Burville, V.; Hickox, B.; Hill, J.; and Potter, C. *Passeport français*. Books 3 and 4.

**Equipment:** You must have access to a cassette tape player.

## French

**Course code:** FSF3A-B

Grade 11	1 credit
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This first Senior course emphasizes the importance of dialogue with your teacher. The course focuses on the improvement of your language skills through oral practice (by means of cassettes), writing of medium-length passages, reading of short stories, and language study. Topics include: vocabulary related to daily life situations; the past tense; negative expressions; and the comparative and superlative of adjectives and adverbs.

**Recommended background:** FSF2A-A or FSF2A-B or the equivalent

**Texts:** Howlett, F. G., and Paton, J. A. *Point de départ*. Kenney, M.; Burville, V.; Hickox, B.; Hill, J.; and Potter, C. *Passeport français*. Books 5 and 6.

**Equipment:** You must have access to a cassette tape player.

## French

**Course code:** FSF4A-B

Grade 12	1 credit
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This Grade 12 course includes dictation and comprehension exercises and tests on cassettes, language study, and a great deal of supplementary reading practice. Most of the instructions and explanations are given in French. Topics include: the future, conditional, and *passé simple* tenses; the present and past subjunctive; and demonstrative pronouns. You will also be introduced to the study of French and Quebec culture.

**Recommended background:** FSF3A-B or the equivalent

**Texts:** Euler, G. D., and Kenney, M. *Histoires de nos jours*.

\_\_\_\_\_. *Un bel avenir*.

Kenney, M.; Burville, V.; Hickox, B.; Hill, J.; and Potter, C. *Passeport français*. Books 7 and 8.

**Equipment:** You must have access to a cassette tape player.

**Note:** A test to determine whether the Grade 11 or Grade 12 course should be selected is available on request, if you have completed several courses in French but have not studied the language for some time.

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## *Ontario Academic Courses*

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### **French**

**Course code:** FSG0A-A

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OAC

1 credit

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In this course you will study the works of Francophone authors and use French extensively to express your ideas both orally and in writing. Grammar topics include: the subjunctive; forms and uses of pronouns; articles; and negatives. Literary genres include poetry, short stories, and a modern play. Cassettes will continue to be used for oral practice.

The final mark in this course is calculated in the following manner:

– oral work	30%
– written work	35%
– final test	35%

**Recommended background:** FSF4A-B or the equivalent

**Texts:** Carrier, R. *Les enfants du bon-homme dans la lune*.

Gélinas, G. *Hier, les enfants dansaient*.

Jeanneret, F. C. A.; Hislop, E. E.; and Lake, M. H. *Cours moyen de français, Part II*.

Maupassant, Guy de. *Contes choisis de Guy de Maupassant*.

Simenon, G. *Maigret tend un piège*.

**Equipment:** You must have access to a cassette tape player.

# Geography

## Basic Level Courses

Basic level courses in geography are designed for students who wish one or more of the following:

- to learn to locate and use information from maps, charts, graphs, and photographs;
- to develop geography skills useful in everyday living;
- to improve reading, writing, and listening skills;
- to learn more about world and Canadian geography.

### Geography – Canada (Part 1)

Course code: GCA2B-M

Grade 10                             $\frac{1}{2}$  credit

Study geography with the characters of an imaginary family. Learn interesting facts about Canada. Discover how to get information from maps, charts, graphs, and photographs. Improve your reading, writing, and listening skills.

Audiotapes are included to help you with your lessons and assignments.

**Recommended background:** none

**Text:** none

**Equipment:** You must have access to a cassette tape player.

### Geography – Canada (Part 2)

Course code: GCA2B-P

Grade 10

$\frac{1}{2}$  credit

In this ten-lesson course you will continue to learn more interesting facts about Canadian geography.

**Required background:** GCA2B-M

**Text:** none

**Equipment:** You must have access to a cassette tape player.

## Advanced Level Courses

Advanced level courses in geography are designed for students who wish one or more of the following:

- to proceed to Ontario Academic Courses and/or university courses in geography;
- to develop skills that will enable them to become capable, independent learners, thinkers, and evaluators;
- to undertake the tasks of a disciplined and rigorous approach to the study of geography.

## **Geography – Canada**

**Course code: GCA2A-B**

Grade 10                                   1 credit

This course will take you on a tour of Canada from the privacy of your study or worktable. You need no first-hand knowledge of the country, beyond that part of it in which you now live.

The first part of the course introduces the physical landscape of Canada, through its mountains and oceans, mines and farms, cities and villages. With this background, the settlement and economic development of the country can be better understood and put in perspective.

There are opportunities for you to research topics of your choice and to conduct geographical projects in your own neighbourhood.

**Recommended background:** none

**Texts:** Quentin, S., advisory ed.

*The Canadian Oxford School Atlas.*

4th ed.

Tomkins, M. T.; Rout, V.; Vincent, C.; Walker, D.; and Last, V. *Canada: The Land and Its People.*

## **Geography – Physical**

**Course code: GPH3A-A**

Grade 11                                   1 credit

Since people live in both natural and artificial environments, it is important to understand how each environment functions separately and how the two interact. The emphasis in this course is on physical geography, and the development of basic skills such as using the atlas and interpreting

topographic maps, weather maps, and charts. By studying topics such as the atmosphere and weather, world climates, glaciation, the earth's structure, and geologic time, this course shows the correlation of the two environments.

As background for this course you should have a basic knowledge of human and physical geography.

**Recommended background:** one course in secondary school geography

**Texts:** Quentin, S., advisory ed.

*The Canadian Oxford School Atlas.*

4th ed.

Inch, R. S., and Stone, W. G. *The Physical Environment.*

## **Geography – Regional**

**Course code: GRE4A-A**

Grade 12

1 credit

The purpose of this course is to study the correlation of human and physical geography with the development of selected areas of the world. Topics include: world population patterns; industrialization; and urbanization. Some of the areas studied are the United States, South America, Asia, Siberia, China, Israel, the Rhine Basin, and Japan.

As background for this course you must have a fundamental knowledge of physical and human geography.

**Recommended background:** one course in secondary school geography

**Text:** none

**Geography – Canada**  
**Course code: GCA5A-B**

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Grade 13                            1 credit

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Canada's unique geography contributes greatly to its identity as a country of distinct regions united by common national goals. Our geographical diversity is studied under six general headings: northern location, multi-ethnic population, rapid rate of urbanization, high level of technological development, regionalism, and relation to the outside world.

Resource materials include books or readings, a geography skills booklet, photos, and topographic and other maps.

**Recommended background:** a good grounding in physical and human geography provided by a course such as GPH3A-A

**Text:** Quentin, S., advisory ed.  
*The Canadian Oxford School Atlas.*  
4th ed.

# Guidance

## *General Level Courses*

General level courses in career planning are designed for students who wish one or more of the following:

- to develop a wide range of skills that are useful in searching for a job;
- to find out more about career opportunities;
- to decide which occupation best suits their particular needs and talents.

### **Guidance – Career Planning**

**Course code: NGD3G-A**

**Grade 11**

**1 credit**

This course will assist you in planning your future. It will help you learn more about yourself, decide which occupation might suit your particular needs and talents, find out what career opportunities are available to you, and learn such job-search skills as writing résumés, applying for work, and dealing successfully with interviews.

Students are asked to do some soul searching, reading, and research and to submit written assignments, questionnaires, and surveys.

**Recommended background:** Grade 11 English reading and writing skills

**Text:** none

# History and Contemporary Studies

## History

History is the study of change and of how the past is related to the present and future. History courses try to lead you to a better understanding of the lives, ideas, and experiences of people from the earliest times to the present.

## Basic Level Courses

Basic level courses in history are designed for students who wish one or more of the following:

- to learn about ideas, problems, events, and people in our history;
- to find out how the past affects our lives today;
- to develop skills useful in everyday living;
- to develop reading, writing, and listening skills.

### Contemporary Canada: Life in the Twentieth Century (Part 1)

Course code: HCT2B-M

Grade 10                             $\frac{1}{2}$  credit

Ideas, problems, events, and people in twentieth-century Canada are examined. You will learn skills which will help you in everyday living and complete interesting assignments,

including crossword puzzles, quizzes, and map study.

Audiotapes are included to help you with your lessons and assignments.

**Recommended background:** none

**Text:** none

**Equipment:** You must have access to a cassette tape player.

### Contemporary Canada: Life in the Twentieth Century (Part 2)

Course code: HCT2B-P

Grade 10                             $\frac{1}{2}$  credit

In this ten-lesson course you will continue your study of Canadian history.

**Required background:** HCT2B-M

**Text:** none

**Equipment:** You must have access to a cassette tape player.

## **General Level Courses**

General level courses in history are designed for students who wish one or more of the following:

- to develop an understanding of ideas, issues, events, and personalities in our history;
- to learn to deal with the issues of today's world;
- to develop skills in communicating and problem solving;
- to learn to participate fully in Canadian democracy.

### **Contemporary Canada: Life in the Twentieth Century**

**Course code: HCT2G-A**

**Grade 10**

**1 credit**

This course will help you develop an understanding of the ideas, issues, events, and personalities that have shaped twentieth-century Canada. You will also have the opportunity to develop skills that are helpful in dealing with the issues of today's world.

Topics include: government and law; English-French relationships; Canada and the rest of the world; the two world wars; and Canada today.

**Recommended background:** none

**Text:** Kirbyson, R. C.; Bain, C. M.; Dreyer, P.; McCutcheon, K.; and Skesch, A. *Discovering Canada: Shaping an Identity*.

## **Advanced Level Courses**

Advanced level courses in history are designed for students who wish one or more of the following:

- to proceed to Grade 13 or Ontario Academic Courses and /or university courses in the humanities and social sciences;
- to develop skills that will enable them to become capable, independent learners, thinkers, and evaluators;
- to undertake the tasks of a disciplined and rigorous approach to historical study.

### **Contemporary Canada: Life in the Twentieth Century (Part 1)**

**Course code: HCT2A-M**

**Grade 10**

**1/2 credit**

This course will help you understand the theoretical framework of the important ideas, issues, and events in twentieth-century Canada. It is based on four topics: citizenship, English-French relations, Canadian-American relations, and international relations. While the emphasis is on contemporary concerns, historical and future-oriented issues are explored, particularly as they relate to present-day Canadian problems and concerns.

**Recommended background:** none

**Text:** none

**Contemporary Canada: Life in the Twentieth Century (Part 2)**  
**Course code: HCT2A-P**

Grade 10                     $\frac{1}{2}$  credit

In this ten-lesson course you will continue your study of Canadian history.

**Required background:** HCT2A-M

**Text:** none

**The Origins of the Modern World**  
**Course code: HWO4A-A**

Grade 12                    1 credit

Through a survey of significant events of world history from the seventeenth century to the present, this course provides an understanding of the background and significance of major events, ideas, and personalities of the modern era.

Topics include: the French Revolution; the rise of nationalism; the emergence of communism; the origins and results of the First World War; the Great Depression; Nazi Germany; the Second World War; the Cold War; the Chinese Revolution; and the rise of the Third World. Famous individuals studied include Napoleon, Marx, Bismarck, Hitler, Franklin Roosevelt, Mao, and Churchill.

**Recommended background:** one course in secondary school history

**Texts:** Trueman, J.; Schaffter, H. J. P.; Stewart, R. J.; and Hunter, T. M. *Modern Perspectives*. Rev. ed.  
Granatstein, J. L. *The Führer: Adolf Hitler, Master of Germany*.

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**Ontario Academic Courses**

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**History: Modern Western Civilization**  
**Course code: HWM0A-A**

OAC                            1 credit

This course focuses on some major ideas about human beings and their world, as well as on the individuals who have made important contributions to the development of knowledge and of institutions in the Western world during the last three centuries. You will be given the opportunity to develop ideas and skills to help you understand and contribute to the issues, values, and ideas that shape your community.

**Prerequisite:** at least one advanced level Senior social science credit. (It is recommended that students also have completed one advanced level Senior English credit.)

**Text:** none

## **Contemporary Studies**

The contemporary studies program is concerned with present-day affairs, in particular the structure and operation of social institutions and the motivating forces behind individual and collective behaviour.

**People of Native Ancestry** helps students understand the history, culture, contributions, and needs of Canadian Native peoples.

**Economics** provides an introduction to the workings of the Canadian and world economies.

## **General Level Courses**

General level courses in contemporary studies are designed for students who wish one or both of the following:

- to develop a wide range of skills that are useful in everyday life;
- to focus on the individual in relationship to his or her family, friends, community, nation, and the world.

### **People of Native Ancestry**

**Course code: HNA3G-M**

**Grade 11**                                    **1/2 credit**

Canada's Native people have played a major role in this country's past and they remain an important part of its social and cultural fabric. Today, Canadians are developing an interest

in, and appreciation of, Native culture, contributions, and heritage.

This course will help you to become more knowledgeable about the history of Native people in Canada and thus more appreciative of the needs of Native Canadians within our common destiny.

**Recommended background:** Grade 10 English or the equivalent

**Text:** Santor, Donald M. *Canada's Native People*.

### **Economics**

**Economics (Part 1)**

**Course code: HXE4G-M**

**Grade 12**

**1/2 credit**

It's time to stop feeling intimidated by the "science" of economics. In this introductory course you will study the demand that people create for products and investigate why certain goods are produced. You will also learn about inflation, unemployment, and international trade.

**Recommended background:** Grade 10 English

**Text:** none

## **Economics (Part 2)**

**Course code: HXE4G-P**

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Grade 12

1/2 credit

This course will be available in December 1988.

In this ten-lesson course you will continue the study of economics that you began in HXE4G-M.

**Required background:** HXE4G-M

**Text:** none

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## *Ontario Academic Courses*

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### *Economics*

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#### **Economics**

**Course code: HXE0A-A**

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OAC

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1 credit

A knowledge of economics is essential for sound decision making. This course in economic reasoning will help you develop the knowledge and skills needed throughout life to make informed decisions and reasoned judgments about important economic questions facing your country, your society, and yourself. You will be able to understand, interpret, and discuss knowledgeably the current economic events, issues, and theories that influence not only your province and your fellow Canadians, but also Canada's relations with the rest of the world.

**Prerequisite:** at least one advanced level Senior social science credit

**Text:** none

# Mathematics

## Basic Level Courses

Basic level courses in mathematics are designed for students who wish one or more of the following:

- to acquire more understanding, skill, and confidence in mathematics;
- to acquire more knowledge of how to use mathematics in everyday life;
- to obtain standing in mathematics up to Grade 12, but not beyond.

Basic level courses are straightforward courses designed for students who have found mathematics difficult in the past.

**Note:** If you wish to prepare for postsecondary education, you should choose courses from the general level or the advanced level.

### Mathematics Arithmetic)

**Course code: MAT1B-A**

Grade 9                                    1 credit

Here is an opportunity for adult students to "go back to the beginning" in arithmetic. Careful explanations are provided, followed by numerous examples. A practice exercise is given for each topic, and full solutions are provided, so that you can check your

work and correct errors in thinking before beginning the actual assignment.

Topics include: the addition, subtraction, multiplication, and division of whole numbers, fractions, and decimals; and the percentage form and its use.

**Recommended background:** none

**Text:** none

### Mathematics

(*Mathematics for Work and Home, Part 1*)

**Course code: MTW2B-M**

Grade 10                                    1/2 credit

This is a practical course that will be useful if you have had difficulty in mathematics and wish to improve your skills in mathematics as it relates to everyday situations at home and at work.

The ten-lesson course will teach you how to use mathematics in the following sample situations: getting a job and understanding your pay cheque; keeping a bank account; buying and maintaining a car; calculating the cost of hobbies, vacations, and entertainment; and working full- or part-time.

Your skills will be carefully developed and reinforced in each lesson.

**Recommended background:** a Grade 9 mathematics course

**Text:** none

**Mathematics**  
**(Mathematics for Work and Home, Part 2)**  
**Course code: MTW2B-P**

Grade 10                    1/2 credit

This ten-lesson course is a continuation of MTW2B-M. It will give you an additional one-half credit in Grade 10 basic mathematics.

The course emphasizes the practical aspects of mathematics and how to use mathematics in day-to-day situations. Topics include: renting or buying a home; maintaining and repairing a home; planning a garden; planning a weekend; reading the sports pages; and calculating your fitness level.

**Required background:** MTW2B-M

**Text:** none

## *General Level Courses*

General level courses in mathematics are designed for students who wish one or more of the following:

- to acquire the practical mathematical skills necessary for business applications, apprenticeship, and/or enrolment in a college of applied arts and technology;
- to take courses which are less demanding than advanced level courses.

**Mathematics**  
**Course code: MAT1G-A**

Grade 9

1 credit

This course provides opportunities for you to improve many mathematical and related skills; to review basic mathematical concepts; to prepare for further mathematics courses at the general level; and to gain confidence, as well as take enjoyment, in the subject. Topics include: problem solving; decimals; metric conversion; functions; ratio and proportion; per cents; integers; introduction to geometry; introduction to algebra; and statistics.

**Recommended background:** none

**Text:** none

**Mathematics**  
**Course code: MAT2G-A**

Grade 10

1 credit

This course is designed to further develop the mathematical concepts covered in MAT1G-A, using practical applications to reinforce the concepts. Topics include: techniques for representing and interpreting data; graphing and analysing linear relationships; ratio and proportion; variation; vectors; trigonometry; and properties of the circle.

**Prerequisite:** MAT1G

**Text:** none

**Mathematics for Business and Consumers, Part 1**  
**Course code: MTB3G-M**

Grade 11                    1/2 credit

This course is designed to develop your understanding of the mathematics used in such tasks as buying and selling, managing savings and investments, and calculating income tax. Skill in operating a calculator is developed, and practice examples and exercises with full solutions are provided. This course not only offers practical assistance in everyday business mathematics but can give you some necessary background, if you wish to take further courses in business studies.

**Prerequisite:** MAT2G or MAT2A

**Text:** none

**Mathematics for Business and Consumers, Part 2**  
**Course code: MTB3G-P**

Grade 11                    1/2 credit

This course will be available in December 1988.

Designed to follow MTB3G-M, and using a similar format, this course will continue to emphasize practical mathematics. Skill in using a calculator will continue to be developed.

**Required background:** MTB3G-M

**Text:** none

**Mathematics – Applications 2**  
**Course code: MTA4G-A**

Grade 12                    1 credit

This practical course consists of four independent units: statistics and probability; trigonometry; algebra; and mathematics of investment. Topics include: the use of statistics and probability to collect and analyse data and to predict trends using basic arithmetic; the application of trigonometry and vectors to the study of mechanics, construction, navigation, and forces; factoring, quadratic equations, and quadratic relations; sequences and series; and mathematics of investment topics with an in-depth study of interest and annuities.

**Recommended background:** MTA3G or the equivalent. (MTA3G was offered prior to 1988.)

**Text:** none

*Advanced Level Courses*

Advanced level courses in mathematics are designed for students who are strong in mathematics and who wish one or more of the following:

- to prepare for the study of mathematics to the end of secondary school and possibly beyond;
- to take courses that are theoretical rather than practical;
- to take courses that are academically challenging.

**Mathematics**  
**Course code: MAT1A-B**

Grade 9

1 credit

This is the first course in the series leading to Senior advanced studies in mathematics (Grade 13 and Ontario Academic Courses).

This course deals with each new topic in detail, giving you ample opportunity to practise new skills. Topics include: the language of sets; integers and rational numbers; irrational numbers; introduction to algebra; statistics; graphing; geometry; transformations; and a comprehensive review.

**Recommended background:** none

**Text:** none

**Mathematics**  
**Course code: MAT2A-A**

Grade 10

1 credit

Presented in a highly personal style, this course makes use of familiar, everyday happenings to show that math can be fun, as well as stimulating. There are many helpful examples and practice exercises. Topics include: statistics; radicals; polynomials; graphs and relations; variation; linear systems; transformations; deductive geometry; and three-dimensional geometry.

**Prerequisite:** MAT1A

**Text:** none

**Mathematics**  
**(Mathematics, Grade 11, Advanced Level, Part 1)**  
**Course code: MAT3A-M**

Grade 11

$\frac{1}{2}$  credit

This course is designed to prepare you for the Ontario Academic Courses in mathematics. The aim of the course is to help you understand the principles of mathematics and develop proficiency in those mathematical skills commonly used in other subject areas.

Each lesson includes a number of examples as well as practice exercises with complete solutions. The correct use of a scientific calculator is also taught through examples. Skills developed in earlier grades in geometry and algebra are consolidated.

**Prerequisite:** MAT2A or MTT3G.  
(MTT3G is not yet available at ILC.)

**Text:** none

**Mathematics**  
**(Mathematics, Grade 11, Advanced Level, Part 2)**  
**Course code: MAT3A-P**

Grade 11

$\frac{1}{2}$  credit

This course will be available in December 1988.

This ten-lesson course is designed to follow MAT3A-M. Topics include: investment mathematics (interest and annuities); and functions (for example, the quadratic function). The format of the course is similar to that of MAT3A-M, and the use of a scientific calculator will continue to be emphasized.

**Required background:** MAT3A-M**Text:** none**Mathematics – Foundations 2****Course code:** MFM4A-B**Grade 12**

1 credit

Completion of this course will prepare you for Grade 13 mathematics or an Ontario Academic Course in this subject, and you will have gained an appreciation of the overall structure of mathematics and its connecting links. Topics include: graphing; functions (quadratic, exponential, logarithmic, trigonometric); analytic and deductive geometry; and sequences and series.

**Recommended background:** MFM3A.  
(This course was offered prior to 1988.)

**Text:** none**Relations and Functions****Course code:** MRF5A-A**Grade 13**

1 credit

This course enlarges on previous work on functions and relations, with emphasis placed on the unifying concept of mapping. Topics include: rotation; classification and properties of functions; sequences and series; compound interest; annuities; instalment buying and consumer credit; trigonometry; definition and discussion of conics; and plane transformations and their application to second-degree relations.

**Recommended background:** MFM4A or MAT4A. (MAT4A is not yet available at ILC.)

**Text:** none**Calculus****Course code:** MCA5A-A**Grade 13**

1 credit

Calculus is the study of how one variable changes with respect to another. This is a practical course, in which theory has been kept to a minimum. Topics include: derivatives (rules, graphs, applications to practical problems); integration (areas, volumes); polar co-ordinates; and complex numbers.

**Recommended background:** MFM4A or MAT4A

**Text:** Del Grande, J. J., and Duff, G. F. D. *Calculus*.

**Algebra****Course code:** MAL5A-A**Grade 13**

1 credit

This challenging course is often taken as a third mathematics credit by students planning to study mathematics or related subjects at university. Topics include: set theory; permutations and combinations; mathematical induction; binomial theorem; probability; vectors; equations of lines and planes; and matrices. Some topics pertain to the social sciences.

**Recommended background:** MFM4A or MAT4A

**Text:** Coleman, A. J.; Del Grande, J. J.; Duff, G. F. D.; Egsgard, J. C.; and Kirby, B. J. *Algebra*.

## **Mathematics of Investment**

**Course code: MTI5A-A**

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Grade 13

1 credit

This relevant and practical course in applied mathematics develops the skills needed to investigate investment principles. Topics include: credit buying; annuities; mortgages; bonds; insurance; and stocks.

**Prerequisite:** MFM4A or MAT4A

**Text:** none

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## *Ontario Academic Courses*

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### **Finite Mathematics**

**Course code MFN0A-A**

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OAC

1 credit

This course is the first in a series of new mathematics courses – the Ontario Academic Courses. Finite Mathematics is designed for those students who require one OAC, other than calculus, as a prerequisite for university courses. This course covers some areas of relations and functions, as well as algebra. Topics include: matrix applications; combinations; the binomial theorem; finite series; and probability.

**Prerequisite:** MFM4A or MAT3A

**Text:** none

# Personal Life Management

People today are faced with many significant social challenges, such as rapid technological and economic change, new family patterns, an aging population, and a variety of lifestyles. In order to help you understand these changes and acquire the skill to deal with them, the Personal Life Management Program has been developed.

This program will give you an opportunity to explore a variety of topics in a short period of time. Each course within the program is a five-lesson module worth one-quarter credit. You may select as many of the courses as you wish. Students who successfully complete any four of the Personal Life Management courses will earn the Senior Division social science credit that is required for the Ontario Secondary School diploma.

The following modules have been developed as Grade 11, general level courses:

- Aging
- Law
- Nutrition
- Parenting
- Entrepreneurship
- Resources Management
- Well-Being

Students may elect to study one or any combination of these courses.

## General Level Courses

### Aging

**Course code: NMG3G-J**

Grade 11

1/4 credit

Although all living things age, many people have an unrealistic picture of the elderly and the aging process. We often do not take the time to think about what aging means, both to ourselves and to others. This module will give you a chance to gain a better understanding of older generations.

Topics include: the aging process; support services in the community; retirement; family life; and positive attitudes towards aging.

**Recommended background:** none

**Text:** none

## **Law**

**Course code: NML3G-J**

**Grade 11**

**1/4 credit**

Since laws affect the daily lives of everyone, it is important that you have some knowledge about our laws and legal system. This module will provide you with a good overview of the law as it affects your everyday life. Topics include: family issues; living and working in the community; criminal issues; and community resources.

**Recommended background:** none

**Text:** none

## **Nutrition**

**Course code: NMN3G-J**

**Grade 11**

**1/4 credit**

There is little question that the food we eat affects our health. This module will increase your knowledge of the relationship between nutrition and health. You will have the chance to look at your present diet and to develop a personal food plan that not only is healthy but reflects your lifestyle and tastes.

Topics include: nutrition and health; choosing food; meal patterns and nutrition; and food shopping, storage, and preparation.

**Recommended background:** none

**Text:** none

## **Parenting**

**Course code: NMP3G-J**

**Grade 11**

**1/4 credit**

Whether you are already a parent, thinking about starting a family, or simply interested in how children develop, this module will increase your understanding of the art of being a parent. Topics include: preparation for parenthood; early childhood development; the role of a parent; and the rights of children.

**Recommended background:** none

**Text:** none

## **Entrepreneurship**

**Course code: NME3G-J**

**Grade 11**

**1/4 credit**

This module will be available in December 1988.

Have you ever thought about working for yourself? To be successful, you need to have what some have called the entrepreneurial spirit – you must be able to make your own decisions, be prepared to take risks, and exercise your ingenuity.

In this module, you will look at the kinds of things you have to do to start and run a successful business or enterprise. Topics include: the characteristics of an entrepreneur; and planning, managing, and expanding an enterprise.

**Recommended background:** none

**Text:** none

## **Resources Management**

### **Course code: NMM3G-J**

Grade 11

1/4 credit

This module will be available in March 1989.

We all need to have food, shelter, and clothing, and to feel independent and secure. In this module, you will learn to use your time, money, and talents to fulfil these basic needs. Topics include: handling your personal resources; managing your time and money; and discovering your hidden talents.

**Recommended background:** none

**Text:** none

## **Well-Being**

### **Course code: NMW3G-J**

Grade 11

1/4 credit

This module will be available in March 1989.

In this module, well-being is defined as the “wellness” that you feel when you are psychologically, socially, and physically healthy. This module will help you understand what well-being is, how it can be achieved and maintained, and why it is important to your personal life.

Topics include: the nature of well-being; levels of well-being; influences on the maintenance of well-being (e.g., habits, work, stress); and planning and achieving personal well-being.

**Recommended background:** none

**Text:** none

# Science

## Basic Level Courses

Basic level courses in science are designed for students who wish one or more of the following:

- to improve their job-related skills such as observing, reporting, and summarizing information;
- to understand better current issues in science;
- to become aware of the ways in which science affects their lives.

### Science

**Course code: SNC1B-M**

Grade 9                             $\frac{1}{2}$  credit

You will find this course both interesting and practical. It will help you to understand the world around you and to make decisions related to everyday life.

Topics in this ten-lesson course include: the body and its functions; forces and speed; and simple machines, such as levers and pulleys.

There will be experiments to perform in your home, making use of simple household materials.

**Recommended background:** none

**Text:** none

### Science

**Course code: SNC1B-P**

Grade 9

$\frac{1}{2}$  credit

This course will be available in March 1989.

This course is a continuation of SNC1B-M. Topics include: the properties of matter; the science of home gardening; and the world of water. Special attention will be given to environmental issues, including the need to conserve our natural resources.

You will perform experiments in your home, making use of simple household materials.

**Required background:** SNC1B-M

**Text:** none

### Science

**Course code: SNC2B-M**

Grade 10

$\frac{1}{2}$  credit

This course will be available in March 1989.

A variety of current scientific issues will be discussed. Topics include: our surroundings, from the tiniest cells to the far reaches of outer space; the skin and the tanning process; and drugs and alcohol.

**Recommended background:** none

**Text:** none

## **General Level Courses**

General level courses in science should focus on the practical aspects of science and its applicability to technology. Science should be perceived as personally useful and beneficial to others.

These courses are designed for students who wish one or both of the following:

- to prepare themselves for employment;
- to pursue further studies in a postsecondary institution such as a college of applied arts and technology.

### **Biology**

**Course code: SBI4G-B**

Grade 12                                   1 credit

Understanding the human body system and the place of that system in the balance of nature are the main concerns of this survey course in biology. You will learn about the structure, life cycles, and interrelationships of life forms ranging from submicroscopic viruses to mammals.

Topics include: viruses; bacteria; algae; fungi; flowering plants; protozoans; flatworms; insects; fishes; amphibians; reptiles; mammals; heredity; human genetics; ecology; pesticides; pollution; population explosion; and space travel.

The course provides the basis for a better understanding of the ecological issues facing society today. It is also a useful preparation for nursing and

other careers requiring a general knowledge of life science.

Simple experiments aid in understanding certain topics. Optional dissections of preserved specimens permit further observations.

**Recommended background:** one course in secondary school science

**Text:** Otto, J. H.; Towle, A.; and Madnick, M. E. *Modern Biology*.

**Equipment:** A biology kit is sent to each student on loan.

## **Advanced Level Courses**

Advanced level courses in science are designed for students who wish one or more of the following:

- to focus on the academic skills required for further studies at university or in certain programs at colleges of applied arts and technology;
- to acquire an understanding of the theoretical principles, practical applications, societal implications, and substantive content of science;
- to develop a high level of problem-solving skills.

### **Science**

**Course code: SNC1A-A**

Grade 9

1 credit

This is an introductory course in physical science. Whether you plan further studies in physics and chemistry or would simply like a better understanding of the world around you, this

course describes for you, in a readable and informative manner, the concepts, methods, and issues of science. Simple experiments are performed, using materials that are easy to obtain.

Topics include: measurement; the structure of matter; solutions and mixtures; chemical reactions; work, energy, and power; pressure; heat; environmental chemistry; and the energy crisis.

**Recommended background:** none

**Text:** none

## Biology

**Course code:** SBI2A-A

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**Grade 10**                                   **1 credit**

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You and all the other living things in the world are the subjects of this introductory course in biological science. You will look at this living world the way the scientist does and perform some simple experiments with easily obtainable materials. This course can be taken for general interest or as background for further studies in biology.

Topics include: cells and their processes; genetics; viruses and bacteria; green plants; nutrition; excretion; reproduction; systems (nervous and chemical control); and ecology.

**Recommended background:** none

**Text:** none

## Chemistry

**Course code:** SCH3A-A

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**Grade 11**

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**1 credit**

This course has replaced SCH4A-B or any equivalent Grade 12 chemistry course.

The purpose of this course is, among other things, to help you appreciate the importance of chemistry in a wide variety of daily activities, and understand the ways in which chemistry affects your environment. The latter will assist you in making decisions as a responsible citizen.

Topics include: physical and chemical properties; atomic theory; chemical bonding; the behaviour of gases; chemical formulas and equations; chemical calculations; water and solutions; acids and bases; and chemical industries in Canada.

**Recommended background:** one course in advanced level mathematics with algebra and one advanced level course in physical science, such as SNC1A-A

**Text:** none

**Equipment:** Two chemistry kits are sent to you on loan.

## Physics

Course code: SPH3A-A

Grade 11

1 credit

This course provides an interesting and relevant study of the fundamental concepts and ideas of physics, from Galileo to atomic radiation. Topics include: waves; light; sound; mechanics; electricity; magnetism; electro-magnetism; electronics; and atomic physics.

You should select this course if you wish to prepare for Grade 13 or OAC physics or if you wish simply to gain knowledge of a subject that interests you. As background for this course you should have a sound knowledge of arithmetic, graphing, and simple algebra.

Experiments are described and illustrated in the text; you are not required to perform them yourself.

**Recommended background:** one course in Grade 10 mathematics with algebra and SNC1A-A or the equivalent

**Text:** none

## Biology

Course code: SBI5A-A

Grade 13

1 credit

This course is for you if you (a) wish to study life-science courses at university, and/or (b) wish to learn more about the relevance of biology to many current issues, some of which have far-reaching significance in the future of this planet and its inhabitants.

Topics include: biochemistry (the chemistry of cell activity); organic molecules and chemical synthesis; the roles of ADP and ATP; DNA, RNA, and the genetic code; organ systems in plants and animals, including humans; Mendelian genetics; the reproduction and development of organisms; and the study of evolution.

You will be required to perform experiments in some of the lessons.

**Recommended background:** SCH3A-A or the equivalent

**Text:** Galbraith, D. I., and Wilson, D. G. *Biological Science: Principles and Patterns of Life*.

**Equipment:** You are required to purchase one kit of equipment and biological specimens. Instructions regarding the purchase of this kit (at an approximate cost of \$24.00) will be included with the first package of lesson materials.

## Ontario Academic Courses

### Chemistry

Course code: SCH0A-A

OAC

1 credit

This course is a replacement for SCH5A-B or Grade 13 chemistry.

This OAC is a natural follow-up to the Grade 11 advanced level course SCH3A-A. It will attempt to assess rationally the scientific issues faced by Canadian industrialists and citizens as they achieve the proper balance of industrial growth and a safe environment. Chemistry is a study that can debate this balance quite naturally and meaningfully.

In the first five lessons you will review the Grade 11 material. For the balance of the course, you will deal with the following topics: nuclear reactions; energy of reactions; equilibrium; electrochemistry; and organic chemistry. There is a laboratory component to this course that you will do in your home.

**Prerequisite:** a knowledge of basic chemistry, as provided in SCH3A-A, and a level of mathematical skills such as those provided by a Grade 11 advanced level course

**Text:** Toon, E. R., and Ellis, G. L.  
*Foundations of Chemistry*.

**Equipment:** Students are required to purchase one chemistry kit. Instructions regarding the purchase of this kit (at an approximate cost of \$50.00) will be included with the first package of lesson materials.

### Physics

Course code: SPH0A-A

OAC

1 credit

This course is a replacement for SPH5A-A or Grade 13 physics.

This OAC is designed to give you the opportunity to handle and understand course content, scientific processes, and problem-solving techniques. Towards the end of the course, you will be exposed to multiconcept problems, which combine concepts from areas such as mechanics, electricity, wave phenomena, and modern physics. The course will also deal with the relevant applications and societal implications of physics.

Topics include: Newton's laws of motion; theories of light; electric fields; and special relativity.

Lesson 20 consists of sample tests, to enable you to prepare more effectively for the final test.

**Prerequisite:** an introductory course in physics at the advanced level and a strong background in algebra and geometry

**Text:** none

# Technological Studies

For the time being, technological studies at ILC are offered at the general level only. This level has proven to be the most appropriate to the needs of the students enrolling in the technical courses.

## General Level Courses

General level courses in technological studies are designed for students who wish one or more of the following:

- to prepare for direct entry into employment or certain college courses;
- to acquire personal skills;
- to become acquainted with the language and issues of the various fields of technological studies;
- to increase their awareness, appreciation, and enjoyment of the arts;
- to develop an appreciation of the relationship between technological changes and the quality of life.

### Drafting – General

**Course code: TDG2G-B**

Grade 10

1 credit

This course introduces you to fundamental drafting procedures and develops your skills in the use of basic drafting equipment and special drawing techniques. Assignments in blueprint reading complement each phase of the course. Metric drawing is also introduced. Topics include: simple and multiview drawings; the theory of shape description; orthographic projection; shop processes; dimensioning; isometric drawing; and sectioning.

**Recommended background:** none

**Text:** none

**Equipment:** You are required to supply your own drafting materials. Instructions regarding the purchase (at an approximate cost of \$60.00) or the rental (at an approximate cost of \$7.00 per month) of a complete kit will be included with the first package of lesson materials. This kit may also be used for TDG3G-M, TDM3G-M, and TDA3G-M.

**Drafting – General**  
**Course code: TDG3G-M**

Grade 11

1/2 credit

This course is of a general nature, providing a logical follow-up to TDG2G-B or its equivalent. Topics include: a review of orthographic projection and dimensioning; a review of sectioning; circles in isometric; threads and fasteners; tolerances and allowances; parallel and radial lines; and pictorial drawing.

**Recommended background:**  
TDG2G-B or the equivalent

Text: none

**Equipment:** You are required to supply your own drafting materials. Instructions regarding the purchase (at an approximate cost of \$60.00) or the rental (at an approximate cost of \$7.00 per month) of a complete kit will be included with the first package of lesson materials.

**Drafting – Architectural**  
**Course code: TDA3G-M**

Grade 11

1/2 credit

This course moves logically from the general approach of TDG3G-M into more specialized architectural work. You are taken through the process of designing a house, from the foundation to the roof, in an interesting and easy-to-follow manner. Although the course is really an introduction to architectural drafting, it could also prove useful if you wish to know more about what to look for when buying a house.

**Recommended background:**  
TDG2G-B or the equivalent and  
TDG3G-M or the equivalent

Text: none

**Equipment:** You are required to supply your own drafting materials. Instructions regarding the purchase (at an approximate cost of \$60.00) or the rental (at an approximate cost of \$7.00 per month) of a complete kit will be included with the first package of lesson materials.

**Drafting – Mechanical**  
**Course code: TDM3G-M**

Grade 11

1/2 credit

This course moves logically from the general approach of TDG3G-M into more specialized mechanical work. Topics include: secondary auxiliary views; cam design; gearing; assembly drawings; graphic illustrations; and die design.

**Recommended background:**  
TDG2G-B or the equivalent and  
TDG3G-M or the equivalent

Text: none

**Equipment:** You are required to supply your own drafting materials. Instructions regarding the purchase (at an approximate cost of \$60.00) or the rental (at an approximate cost of \$7.00 per month) of a complete kit will be included with the first package of lesson materials.



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\* Les chiffres correspondent aux pages du *Guide de l'élève*.

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### Cours préuniversitaires

Porte que la matière soit étudiée en profondeur et avec rigueur. Voici quelques-uns des thèmes qui sont à l'étude : les matrices, les transformations, les nombres complexes, les vecteurs, l'espace à deux dimensions et l'espace à trois dimensions.

Manuel : Del Grande, J.J. et al. Calcul différentiel et intégral.

## Cours préuniversitaires de

Porte que la matière soit étudiée en profondeur et avec rigueur. Voici quelques-uns des thèmes qui sont à l'étude : les matrices, les transformations, les nombres complexes, les vecteurs, l'espace à deux dimensions et l'espace à trois dimensions.

Manuel : Del Grande, J.J. et al. Calcul différentiel et intégral.

CPO 1 credit

- trait, du Géométrie à l'analyse.
- II prépare le passage du secondaire à l'université.
- Préalable : Un cours de mathématiques de 12<sup>e</sup> année de niveau avancé.
- Manuel : Aucun
- Mathematiques dirigées
- Code du cours : MFD0A-0

Les cours préuniversitaires de l'Ontario (CPO) de mathématiques permettent à l'élève :

Code du cours : MFD0A-0

- Manuel : Aucun
- niveau avancé
- mathématiques de 1<sup>ère</sup> année de
- Préalable : Un cours de
- L'université.
- Il prépare le passage du secondaire à
- trait, du Géométrie à l'Analyse.

- de comprendre la nature et les prin-

Manuel : Aucun

- Préalable : Un cours de mathématiques de 1<sup>ère</sup> année de niveau avancé trait du Géométrie à l'analyse.
- Il prépare le passage du secondaire à l'université.

- de comprendre la nature et les prin-

Manuel : Aucun

- de comprendre la nature et les prin-

Code du cours : MAC

- de comprendre la nature et les prin-

Préalable : Un cours de

Prélabile : Un cours de	Manuel : Aucun	Code du cours : MFD0A-0	Ce cours s'adresse aux élèves qui n'ont pas besoin de suivre le cours Calcul infinitésimal pour être admis à l'université.
1 credi			Ce cours s'adresse aux élèves qui n'ont pas besoin de suivre le cours Calcul infinitésimal pour être admis à l'université.
			Il traite surtout de modèles mathématiques utilisés dans la culture d'applications. En particulier, il évalue etudiera la résolution de systèmes d'équations et d'inéquations, les permutations et les combinaisons, les probabilités et les statistiques.
			Il traite surtout de modèles mathématiques utilisés dans la culture d'applications. En particulier, il étudiera la résolution de systèmes d'équations et d'inéquations, les permutations et les combinaisons, les probabilités et les statistiques.
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- de comprendre la nature et les prin-

CPO

Prélabile : Un cours de	Manuel : Aucun	Code du cours : MFD0A-0	Ce cours s'adresse aux élèves qui n'ont pas besoin de suivre le cours Calcul infinitésimal pour être admis à l'université.
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- de comprendre la nature et les prin-

Manuel : Aucun

- de comprendre la nature et les prin-

CPO

Prélabile : Un cours de	Manuel : Aucun	Code du cours : MFD0A-0	Ce cours s'adresse aux élèves qui n'ont pas besoin de suivre le cours Calcul infinitésimal pour être admis à l'université.
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- de comprendre la nature et les prin-

<p><b>Manuel : Aucun</b></p> <p><b>Préalable recommandé :</b> Un cours de mathématiques de 12<sup>e</sup> année de niveau avancé ou un cours équivalent qui a porté sur l'algèbre</p>	<p><b>Code du cours : MCA5-A-0</b></p> <p><b>Calcul infinitésimal</b></p> <p>Ce cours insiste sur la compréhension des concepts fondamentaux pliés que sur la compréhension théorique du calcul différentiel.</p>	<p><b>13<sup>e</sup> année</b></p> <p><b>1 crédit</b></p>
<p><b>Manuel : Aucun</b></p> <p><b>Préalable recommandé :</b> Un cours de deux premières leçons présentant les notions générales telles que le calcul différentiel et la limite cul de l'aire et la notion de limite</p>	<p><b>Code du cours : MIT5-A-0</b></p> <p><b>Mathématiques des investissements</b></p> <p>Ce cours présente les fonctions intégrales et les fonctions primitives, les intégrations partielles et les intégrations multiples, les séries de Taylor et les séries de MacLaurin, les séries de Fourier et les séries de Legendre.</p>	<p><b>13<sup>e</sup> année</b></p> <p><b>1 crédit</b></p>
<p><b>Manuel : Aucun</b></p> <p><b>Préalable recommandé :</b> Un cours de deux premières leçons présentant les notions générales telles que le calcul différentiel et la limite cul de l'aire et la notion de limite</p>	<p><b>Code du cours : MTT5-A-0</b></p> <p><b>Mathématiques pratiques</b></p> <p>Ce cours traite de la statistique descriptive, de la probabilité et de la théorie des probabilités, de l'échantillonnage et de l'estimation, de l'hypothèse et de l'inférence statistique, de la théorie des distributions et de la théorie des tests d'hypothèses.</p>	<p><b>13<sup>e</sup> année</b></p> <p><b>1 crédit</b></p>
<p><b>Manuel : Aucun</b></p> <p><b>Préalable recommandé :</b> Un cours de deux premières leçons, l'équation différentielle et les séries de MacLaurin.</p>	<p><b>Code du cours : MRF5-A-0</b></p> <p><b>Relations et fonctions</b></p> <p>Ce cours traite de la théorie des fonctions continues et dérivées, de la théorie des séries de MacLaurin et de la théorie des séries de Fourier.</p>	<p><b>13<sup>e</sup> année</b></p> <p><b>1 crédit</b></p>
<p><b>Manuel : Aucun</b></p> <p><b>Préalable recommandé :</b> Un cours de deux premières leçons, l'équation différentielle et les séries de MacLaurin.</p>	<p><b>Code du cours : MTT5-A-0</b></p> <p><b>Mathématiques pratiques financières</b></p> <p>Ce cours traite de la théorie des séries de MacLaurin, de l'équation différentielle et des séries de Fourier, de la théorie des séries de Fourier et de la théorie des séries de Fourier.</p>	<p><b>13<sup>e</sup> année</b></p> <p><b>1 crédit</b></p>



<b>Manuel : Aucun</b>	<b>Code du cours : MAT2G-0</b>	<b>10<sup>e</sup> année</b>	<b>1 crédit</b>
Calculer l'interêt simple, l'intérêt composé, la valeur acquise et la valeur réelle d'un investissement.	Dans ce cours, l'élève fera usage de sa connaissance des équations simples accélérées et des fractions, de l'algèbre et de la géométrie.		
<b>Préalable recommandé :</b> Mathematiques MAT2G ou	<b>Mathematiques</b>	<b>12<sup>e</sup> année</b>	<b>1 crédit</b>
<b>Manuel : Aucun</b>	<b>Code du cours : MAT2G-0</b>	<b>12<sup>e</sup> année</b>	<b>1 crédit</b>
La section sur la statistique porte sur la courlette et l'analyse de données, les dangers d'une mauvaise interprétation des données, la notion de moyenne, les mesures de dispersion, l'écart type et les probabilités. La section sur la mathematiques.	Ce cours lui offre un exposé simple de certains relations linéaires. L'élève étudie aussi les caractéristiques du triangle, du rectangle et du cercle ainsi que la surface et le volume du cylindre, du cône et de la sphère.		
<b>Préalable recommandé :</b> Mathematiques MAT2G ou	<b>Mathematiques</b>	<b>11<sup>e</sup> année</b>	<b>1 crédit</b>
La section sur l'algèbre présente les trigonométries. Des graphiques et des fonctions trigonométriques sont étudiées, des lois du sinus et du cosinus, des vecteurs, des graphiques et des fonctions résolutions du triangle, du rectangle, trigonométrie traité des rapports et des triangles, les équations et les fonctions polynomiales et leur décomposition en facteurs, les équations et les fonctions du second degré ainsi que les progressions arithmétiques et géométriques. La section sur les affaires comporte l'étude des annuités et des hypothèses.	Dans les premières leçons, l'élève reverra les notions fondamentales de l'arithmétique et de l'algèbre. Le cours introduit par la suite les inéquations et les systèmes d'équations linéaires, les sortes de graphiques (de droites et d'inégalités), les formules et fonctions (fonctions linéaires et logaires) et celle des radicaux.		
<b>Manuel : Aucun</b>	<b>Code du cours : MAT3G-0</b>	<b>11<sup>e</sup> année</b>	<b>1 crédit</b>
La section sur l'algèbre présente les trigonométries. Des graphiques et des fonctions trigonométriques sont étudiées, des lois du sinus et du cosinus, des vecteurs, des graphiques et des fonctions résolutions du triangle, du rectangle, trigonométrie traité des rapports et des triangles, les équations et les fonctions polynomiales et leur décomposition en facteurs, les équations et les fonctions du second degré ainsi que les progressions arithmétiques et géométriques. La section sur les affaires comporte l'étude des annuités et des hypothèses.	Dans les premières leçons, l'élève reverra les notions fondamentales de l'arithmétique et de l'algèbre. Le cours introduit par la suite les inéquations et les systèmes d'équations linéaires, les sortes de graphiques (de droites et d'inégalités), les formules et fonctions (fonctions linéaires et logaires) et celle des radicaux.		
<b>Préalable recommandé :</b> Mathematiques MAT3G ou	<b>Mathematiques</b>	<b>12<sup>e</sup> année</b>	<b>1 crédit</b>
La section sur la statistique porte sur la courlette et l'analyse de données, les dangers d'une mauvaise interprétation des données, la notion de moyenne, les mesures de dispersion, l'écart type et les probabilités. La section sur la mathematiques.	Ce cours lui offre un exposé simple de certains relations linéaires. L'élève étudie aussi les caractéristiques du triangle, du rectangle et du cercle ainsi que la surface et le volume du cylindre, du cône et de la sphère.		
<b>Manuel : Aucun</b>	<b>Code du cours : MAT3G-0</b>	<b>11<sup>e</sup> année</b>	<b>1 crédit</b>
La section sur l'algèbre présente les trigonométries. Des graphiques et des fonctions trigonométriques sont étudiées, des lois du sinus et du cosinus, des vecteurs, des graphiques et des fonctions résolutions du triangle, du rectangle, trigonométrie traité des rapports et des triangles, les équations et les fonctions polynomiales et leur décomposition en facteurs, les équations et les fonctions du second degré ainsi que les progressions arithmétiques et géométriques. La section sur les affaires comporte l'étude des annuités et des hypothèses.	Dans les premières leçons, l'élève reverra les notions fondamentales de l'arithmétique et de l'algèbre. Le cours introduit par la suite les inéquations et les systèmes d'équations linéaires, les sortes de graphiques (de droites et d'inégalités), les formules et fonctions (fonctions linéaires et logaires) et celle des radicaux.		

Niveau général	
Les cours du niveau général	s'adressent à l'élève qui désire :
- acquérir une bonne formation générale en mathématiques;	- se préparer à un programme d'apprentissage ou de formation professionnelle.
Matières mathématiques	Code du cours : MATIG-0
1 crédit	9e année

Mathématiques

Les cours de mathématiques sont offerts aux trois niveaux de difficulté : fondamental, général et avancé. L'élève peut se renseigner davantage en lisant la courte introduction que présente chaque niveau. L'élève doit s'inscrire au cours dont le niveau de difficulté semble répondre le mieux à ses besoins.

## Niccan fundamental

- Les élèves qui choisissent les cours de niveau fondamental Les cours de niveau fondamental sont généralement offerts dans des écoles secondaires et sont destinés à préparer les étudiants aux études postsecondaires.
- Les cours de niveau moyen Les cours de niveau moyen sont généralement offerts dans des écoles secondaires et sont destinés à préparer les étudiants aux études postsecondaires.
- Les cours de niveau élevé Les cours de niveau élevé sont généralement offerts dans des écoles secondaires et sont destinés à préparer les étudiants aux études postsecondaires.

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accompagnées de nombreux exemples. Toutes les explications sont simples et courtes. Les méthodes très de la vie courante. Arithmétique résoudre des problèmes ou elle devra être utilisée. Par la suite, l'élève apprend à effectuer les mêmes opérations sur les fractions et les nombres décimaux. Il apprendra à résoudre des problèmes de géométrie et de mesure.

Mathématiques de base

9<sup>e</sup> année I crédit

Code du cours : MAT2E-5

Mathématiques du conseil  
Code du cours : MAT2F-5

10e année / 2 crédits

Les doivent faire face les co

matureurs. Il porte sur le salaire, la tenue

Le budget, le compte de banque, etc.

L'élève apprendra surtout à bien ad-

verifier un état de compte et un relevé annuels, sans aucun préjudice;

d'un article ou vérifiez les déductions

taillées sur son salaire.

**Rémarque.** — L'élève qui désire pour-  
- servir des études postsecondaires en  
- compatibilité doit choisir des cours de  
- niveau général ou avancé.

- mieux comprendre l'arithmétique;

Les cours de niveau fondamental s'adressent surtout aux élèves qui

Les élèves qui choisissent les cours de niveau fondamental éprouvent généralement des difficultés sérieuses en mathématiques

**Manuel : Aucun**

HCV2G-5 ou L'équivalent

Préalable recommandé : Histoire

perspectives d'avenir.

Les Etats-Unis et les autres pays; les

les rappoerts actuels du Canada avec

l'organisation judiciaire du Canada;

Les thémes principaux étudiés sont :

Ce cours fait suite au cours HCV2G-5.

**Manuel : Aucun**12<sup>e</sup> année

1/2 crédit

Préalable recommandé : Un cours

d'histoire ou de français de 11<sup>e</sup> ou de10<sup>e</sup> année

Code du cours : HCV2G-6

Le Canada et le monde d'aujourd'hui

**Manuel : Aucun**

Préalable recommandé : Aucun

Ce cours est suivi du cours HCV2G-6.

de la population.

Ontario; les gouvernements au service

des personnes au développement de

de la personne; l'appart des fran-

études sont : L'histoire et les besoins

citoyenne. Les thémes principaux

mieux jouer son rôle de citoyen ou de

de mieux connaître sa société et de

monde contemporain. Il lui permettra

Canada et à ses rappoerts avec le

Ce cours initie l'élève à l'histoire du

10<sup>e</sup> année

1/2 crédit

Code du cours : HCV2G-5

Le Canada et le monde d'aujourd'hui

**Niveau général**

Histoire : Canada

13<sup>e</sup> année

1 crédit

Histoire

Niveau avancé

Code du cours : HC5A-0

Niveau avancé

## Geographie

### Niveau avancé

Code du cours : GCA2A-0  
Geographie du Canada

10<sup>e</sup> année                    1 crédit

Code du cours : GPH3A-0  
Geographie physique

11<sup>e</sup> année                    1 crédit

Ce cours de géographie physique et humaine étudie les rapports entre être humain et son milieu naturel. La

géographie physique comprend l'étude d'éléments tels que les origines

et la structure de la terre, la glaciation,

les sols, le climat, la végétation et les

réserves d'eau. La géographie

humaine s'intéresse à l'être humain :

comment il vit, développe son habitat

et assure son progrès par ses créations

personnelles (aménagement du ter-

ritoire, industries, transports, etc.).

Le cours tente de montrer comment

être humain et son milieu naturel in-

fluencent l'un sur l'autre et pourront

survivre.

**Préalable recommandé :** Géographie  
GCA2A ou L'équivalent

**Manuels :** Atlas Larousse canadien.

**Materiel :** L'élève régali trois cartes  
géographiques.

plays et ses habitants.

Tomkins, Doreen M. et al. Canada. Le  
Manuels : Atlas Larousse canadien.

**Préalable recommandé :** Aucun

développement des villes.

Une attention spéciale est portée au  
Canada en tant que pays industrialisé.

Problèmes actuels que connaît le  
d'unification. Le cours analyse les

éléments de l'expansion économique,  
mais également comme des facteurs

paraissement non seulement comme des  
éléments de l'expansion économique.

Parfois, ferroviaire et routier ap-

merical du Canada. Les transports  
des ressources minières et maritimes et

économique cause par l'exploitation  
tuent près de la moitié du cours.

Vincent en suit l'étude du progrès  
tueut pres de la moitié du cours.

Général du Canada. Son aspect physi-  
que et ses ressources naturelles consti-

Ce cours présente à l'élève un aperçu  
du Canada. Son aspect physi-

tueut pres de la moitié du cours.

Vincent en suit l'étude du progrès  
tueut pres de la moitié du cours.

Les sols, le climat, la végétation et les

réerves d'eau. La géographie

humaine s'intéresse à l'être humain :

comment il vit, développe son habitat

et assure son progrès par ses créations

personnelles (aménagement du ter-

ritoire, industries, transports, etc.).

Le cours tente de montrer comment

être humain et son milieu naturel in-

fluencent l'un sur l'autre et pourront

survivre.

**Manuels :** Atlas Larousse canadien.

**Materiel :** L'élève régali trois cartes  
géographiques.

**Préalable recommandé :** Géographie  
Linch, Robert S. et W.G. Stone. Elements

**Manuels :** Atlas Larousse canadien.

**Materiel :** L'élève régali trois cartes  
géographiques.

**Préalable recommandé :** Géographie  
Linch, Robert S. et W.G. Stone. Elements

**Materiel :** L'élève régali trois cartes  
géographiques.

**Préalable recommandé :** Géographie  
Linch, Robert S. et W.G. Stone. Elements

**Materiel :** L'élève régali trois cartes  
géographiques.

**Préalable recommandé :** Géographie  
Linch, Robert S. et W.G. Stone. Elements

**Materiel :** L'élève régali trois cartes  
géographiques.

**Préalable recommandé :** Géographie  
Linch, Robert S. et W.G. Stone. Elements

**Materiel :** L'élève régali trois cartes  
géographiques.

**Préalable recommandé :** Géographie  
Linch, Robert S. et W.G. Stone. Elements

**Materiel :** L'élève régali trois cartes  
géographiques.

**Préalable recommandé :** Géographie  
Linch, Robert S. et W.G. Stone. Elements

**Materiel :** L'élève régali trois cartes  
géographiques.

On fait peau neuve en français au niveau avancé! Présentement, on est à créer de tout nouveaux cours qui s'inspirent du nouveau programme cadre de français (1987). On prévoit mettre en circulation les cours FRA1A et FRA2A dès le début de 1992. D'autres cours suivront.

National Archive

**Manuels : Larousse de poche.**

FRA3C ou l'équivalent

comme il le fait avec leurs particulières.  
irréguilières l'emploi de quelques verbes  
de la matière de leur étude

## Français

**Code du cours : FRA1G-0**

### Méthode grammaire

Les cours de français sont offerts à deux niveaux : général et avancé. L'élève devra lire la page 8 qui explique les niveaux de difficulté des cours.

**Code du cours : FRA3G-0**

11<sup>e</sup> année 1 credit

Ce cours se veut une étude essentielle de la grammaire. La grammaire est étudiée par le biais de difficultés orthographiques tandis que le vocabulaire nouveau y est introduit au travers de situations de la vie

Ce cours s'adresse à l'élève qui veut reviser ses connaissances de la grammaire française. Il présente la phrase et les groupes fonctionnels qui la composent. Le groupe sujet, le nom et ses propriétés, le verbe, l'adjectif, le nom et les éléments au programme. Le cours porte aussi sur la structure de plusieurs types de phrases.

**Code du cours : FRA1G-0**

9<sup>e</sup> année 1 credit

Ce cours s'adresse à l'élève qui veut maîtriser ses connaissances de la grammaire française. Il présente la phrase et les groupes fonctionnels qui la composent. Le groupe sujet, le nom et ses propriétés, le verbe, l'adjectif, le nom et les éléments au programme. Le cours porte aussi sur la structure de plusieurs types de phrases.

**Manuels :** Larousse de poche.  
Poulin, Jacqueline. Les grandes marées.

**Manuels :** Larousse de poche.  
Poulin, Jacqueline. Les grandes marées.

**Code du cours : FRAG-0**

12<sup>e</sup> année 1 credit

Ce cours se propose de revoir la nature et la fonction des mots afin de permettre à l'élève de différencier les divers genres de textes. L'accent sera placé sur l'étude de la phrase et de sa place dans le paragraphe. L'élève aura

les différentes propositions ainsi qu'à l'occasion d'apprendre à bien utiliser les différents paragraphes. L'élève aura étudié de nombreux paragraphes en développant un thème de la vie courante. Il ou elle apprendra à rediger des textes de simples paragraphes en développant un thème des lettres.

**Manuel :** Germain, Doric. La vengeance de l'original.

**Préalable recommandé :** Aucun

Plusieurs paragraphes tels que des descriptions, des complets rendus ou encore à rediger des textes de phrases. L'élève apprendra à rediger des textes de phrases.

# Etudes technologiques

Niveau scolaire

Dessin industriel

1 credit

Code du cours : TCB3G-0

Ménusierie

Ce cours permettra à l'élève d'acquérir des connaissances et des techniques de base en charpentier et en menuiserie.

Il présente d'abord les espèces de bois et des notions élémentaires de choix, l'entretenir et le maniement des menuiseries. Il explique ensuite le

choix, l'entretenir et le maniement des menuiseries. Il explique ensuite le utilises en menuiserie et en char- consellis pratiques sur l'entretien et la préparation d'une maison et la révision des règles de sécurité dans le maniement des outils et des machines. L'élève devra exécuter des travaux de

matériel : L'élève doit se procurer les outils et les échantillons de bois. Manuel : Aucun Préalable recommandé : Aucun

**Manuel :** Aucun  
**Préalable recommandé :** Aucun  
**des formes d'un objet.**  
représentation de façon ressemblante en coupe et du dessin figuratif (la cours se termine par l'étude des vues comment tracer des pointillés. Les mesures (cotation) d'un objet et du dessus et du côté d'un objet).  
L'élève apprendra comment indiquer les géométries, les projections orthogonales (représentations de la face, du croquis et du dessin industriel, le dessin simple, la manipulation

**Matériel :** L'élève doit acheter ou louer une trousse de dessin industriel. Son coût approximatif est de 50 \$, son prix de location approximatif est de 5 \$ par mois. De plus amples renseignements indiquant à l'élève où se procurer cette trousse accompagnent la première

legion du cours.

## Etudes informatiques

Niveau général

Initiation à l'informatique  
Code du cours : IN2G-5

10<sup>e</sup> année      1/2 crédit

Ce cours permet à l'élève de découvrir  
l'ordinateur : sa nature, ses composants,  
son fonctionnement et ses possibilités.  
Les effets de l'ordinateur sur la  
société et la place qu'il y occupe sont  
aussi abordés.

Dans chacune des leçons, l'élève utilise  
des programmes.

Pérennisable recommandé : Aucun

Materiel : L'élève doit avoir à sa disposition  
un ordinateur ICON avec un lecteur de disque rigide et une  
imprimante. Généralement, on retrouve des ordinateurs ICON auprès  
des consœurs scolaires, des écoles, des bibliothèques municipales et des  
points d'accès de Contact-Nord.

Manuel : Aucun

**Manuel : Aucun**

rait utile.

français de 10<sup>e</sup> année ou une connaît-  
sance du français équivalente. Certains  
tests et brochures utilisées dans ce cours  
sont en anglais. Par conséquent, une  
connaissance de base de l'anglais se-  
rait utile.

**Préalable recommandé : Cours de**

monde du travail.

postsecondaires ou entre dans le  
département des études postsecondaires ou  
ou elle déstrie poursuivre des études  
d'école secondaire. À la fin du cours, l'élève  
l'intéresser. À la fin du cours, l'élève  
très ou les professions qui semblent  
précise de ce que comprendre les me-  
tiers d'emploi (annexes) détaillées. Il  
faut pourra ainsi se faire une idée  
des emplois locaux de lire des of-  
fres d'emploi et professions.  
L'élève aura l'occasion de lire des of-  
fres d'emploi et professions.  
d'enseignement postsecondaire et sur  
de nombreux métiers et professions.  
d'enseignements sur les établissements  
de enseignements sur les établissements

per sa personnalité. Il fournit des ren-  
seignements sur les établissements  
à mieux se connaître, à découvrir ses  
aptitudes et ses intérêts à développer.  
L'objectif de ce cours est d'aider l'élève  
à mieux utiliser les besoins de l'indi-  
vidu, les agents de sociétation (tels que  
la famille, l'école et l'église) et les fac-  
tions personnels qui influent sur la so-  
ciété. Les agents de sociétation (tels que  
les valeurs, les attitudes et l'aptitude à  
l'individualisation (tels que la culture générale,  
les personnes qui influent sur la so-  
ciété, les attitudes et l'aptitude à sur-  
vivre au travail.

**11<sup>e</sup> année**

1 crédit

**Orientation professionnelle****Code du cours : NOR3G-0****Niveau général**

<b>L'homme et la société</b>	<b>Code du cours : NSO4G-0</b>
<b>Ce cours cherche à déterminer les rap- ports qui lient l'être humain et la socie- té. L'élève aura l'occasion de se familiariser avec les besoins de l'indi- vidu, les agents de sociétation (tels que la famille, l'école et l'église) et les fac- tions personnels qui influent sur la so- ciété. Les agents de sociétation (tels que les valeurs, les attitudes et l'aptitude à l'individualisation (tels que la culture générale, les personnes qui influent sur la so- ciété, les attitudes et l'aptitude à sur- vivre au travail.</b>	<b>12<sup>e</sup> année</b>

<b>L'homme et la société</b>	<b>Code du cours : NSO4G-0</b>
<b>Ce cours cherche à déterminer les rap- ports qui lient l'être humain et la socie- té. L'élève aura l'occasion de se familiariser avec les besoins de l'indi- vidu, les agents de sociétation (tels que la famille, l'école et l'église) et les fac- tions personnels qui influent sur la so- ciété. Les agents de sociétation (tels que les valeurs, les attitudes et l'aptitude à l'individualisation (tels que la culture générale, les personnes qui influent sur la so- ciété, les attitudes et l'aptitude à sur- vivre au travail.</b>	<b>12<sup>e</sup> année</b>

**Etudes contemporaines**

## Niveau avancé

Arts visuels. Histoire de l'art	Code du cours : AVT3A-5
11 <sup>e</sup> année	1/2 crédit

Arts visuels. Histoire de l'art	Code du cours : AVT3A-5
11 <sup>e</sup> année	1/2 crédit

Arts visuels. Dessin et peinture (Art - Le style)	Code du cours : AVB4A-6
12 <sup>e</sup> année	1/2 crédit

Ce cours s'adresse à l'élève qui desire découvrir ou perfectionner son propre style par des travaux pratiques. Dans la partie théorique du cours, qui porte sur les éléments qui constituent le style, l'élève apprendra à reconnaître les caractéristiques du style des grands peintres et des principales écoles de peinture.	AVB4C ou L'équivalent
Manuel : Aucun	Dessin et peinture (Initiation à l'art)

Matière : On prête une troussede art et un livre de reproductions à l'élève.	AVB2C ou L'équivalent
Manuel : Aucun	Dessin et peinture (Initiation à l'art)

Manuel : Bridger et al. Art and Man.	Préalable recommandé : Arts visuels.
	Ce cours est axé sur la composition d'un tableau ainsi que sur le style, la technique et le sujet — éléments essentiels artistes créateurs.
	Ce cours est axé sur la composition d'un tableau ainsi que sur le style, la technique et le sujet — éléments essentiels artistes créateurs.
	Des artistes et sujets. Le cours vise à former les élèves en explorant ses propres courage(e) à s'exprimer de façon personnelle pratiquée du cours, l'élève est encouragé(e) à la composition. Dans la technologie et le sujet — éléments essentiels artistes créateurs.
	Dessin et peinture (Initiation à l'art)

<b>Matériel :</b> L'élève peut utiliser un appareil photographique à sa disposition et doit aussi se procurer certains produits chimiques ainsi que du papier.	<b>Préalable recommandé :</b> Aucun	<b>Manuel :</b> Aucun	<b>Matériel :</b> L'élève peut utiliser une chemise d'épreuves. Il ou elle doit avoir un appareil photographique à sa disposition et doit aussi se procurer certains produits chimiques ainsi que du papier.	<b>Préalable recommandé :</b> Aucun	<b>Manuel :</b> Aucun
Le cours est destiné aux amateurs qui recherchent dans la photographie un moyen d'expression artistique. Sans néglier l'aspect théorique, les leçons mettent toutefois l'accent sur les exercices pratiques.	CE cours s'adresse à l'élève qui aime les arts visuels et qui veut apprendre à dessiner et à peindre.	CE cours s'adresse à l'élève qui aime les arts visuels et qui veut apprendre à dessiner et à peindre.	Le cours est destiné aux amateurs qui recherchent dans la photographie un moyen d'expression artistique. Sans néglier l'aspect théorique, les leçons mettent toutefois l'accent sur les exercices pratiques.	CE cours s'adresse à l'élève qui aime les arts visuels et qui veut apprendre à dessiner et à peindre.	Le cours est destiné aux amateurs qui recherchent dans la photographie un moyen d'expression artistique. Sans néglier l'aspect théorique, les leçons mettent toutefois l'accent sur les exercices pratiques.
<b>Code du cours :</b> AVB4G-5	<b>Code du cours :</b> AVB2G-0	<b>Code du cours :</b> AVB2G-0	<b>Code du cours :</b> AVB4G-5	<b>Code du cours :</b> AVB2G-0	<b>Code du cours :</b> AVB2G-0
1/2 crédit	1 crédit	1 crédit	1/2 année	1/2 année	1/2 année
Niveau général	Initiation à l'art	Arts visuels, Dessin et Peinture	Arts visuels, Dessin et Peinture	Initiation à l'art	Arts visuels, Dessin et Peinture

Le cours comprend également l'étude de romans, d'une vingtaine de poèmes d'auteurs canadiens, d'une œuvre satirique et d'une tragédie. En encouragéant l'esprit critique, le cours permet à l'élève de bien se préparer à des études postsecondaires.	Une partie du cours porte sur la littérature comparative.	Le cours acquiert complètement les connaissances acquises dans les cours précédents.
Manuels : Ford, M. <i>Techniques of Good Writing</i> . Giraudoux, Jean. <i>The Madwoman of Chaillot</i> . Hemingway, Ernest. <i>A Farewell To Arms</i> .	Lauréne, Al Purdy, Robertson Davies, Gratien Gelinas, Margaret Atwood, Gauthier Roy et Mordecai Richler. Le	EAN4A ou L'équivalent de la littérature de la famille au niveau des œuvres de familiers canadiens tels que Margaret Laurence, Al Purdy, Robertson Davies, Gratien Gelinas, Margaret Atwood, Gauthier Roy et Mordecai Richler. Le
Manuels : Ford, M. <i>Techniques of Good Writing</i> . Giraudoux, Jean. <i>The Madwoman of Chaillot</i> . Hemingway, Ernest. <i>A Farewell To Arms</i> .	Gauthier Roy et Mordecai Richler. Le	EAN4A ou L'équivalent de la littérature de la famille au niveau des œuvres de familiers canadiens tels que Margaret Laurence, Al Purdy, Robertson Davies, Gratien Gelinas, Margaret Atwood, Gauthier Roy et Mordecai Richler. Le
Präalable recommande : Anglais EAN4A ou L'équivalent de la littérature de la famille au niveau des œuvres de familiers canadiens tels que Margaret Laurence, Al Purdy, Robertson Davies, Gratien Gelinas, Margaret Atwood, Gauthier Roy et Mordecai Richler. Le	Präalable recommande : Anglais EAN4A ou L'équivalent de la littérature de la famille au niveau des œuvres de familiers canadiens tels que Margaret Laurence, Al Purdy, Robertson Davies, Gratien Gelinas, Margaret Atwood, Gauthier Roy et Mordecai Richler. Le	Präalable recommande : Anglais EAN4A ou L'équivalent de la littérature de la famille au niveau des œuvres de familiers canadiens tels que Margaret Laurence, Al Purdy, Robertson Davies, Gratien Gelinas, Margaret Atwood, Gauthier Roy et Mordecai Richler. Le
Manuels : Davies, Robertson. <i>At My Heart's Core</i> . Gelinas, Gratien. <i>Yesterday the Children Were Dancings</i> . Mandel, Eli. <i>Poets of Contemporary Canada</i> . Laurence, Margaret. <i>The Stone Angel</i> .	Manuels : Davies, Robertson. <i>At My Heart's Core</i> . Gelinas, Gratien. <i>Yesterday the Children Were Dancings</i> . Mandel, Eli. <i>Poets of Contemporary Canada</i> . Laurence, Margaret. <i>The Stone Angel</i> .	Manuels : Davies, Robertson. <i>At My Heart's Core</i> . Gelinas, Gratien. <i>Yesterday the Children Were Dancings</i> . Mandel, Eli. <i>Poets of Contemporary Canada</i> . Laurence, Margaret. <i>The Stone Angel</i> .
Matière : L'élève régout un disque sur Shakespeare, William. <i>Hamlet</i> .	Matière : L'élève régout un disque sur Shakespeare, William. <i>Hamlet</i> .	Matière : L'élève régout un disque sur Shakespeare, William. <i>Hamlet</i> .
Le cours donnera à l'élève l'occasion de revisiter les règles de rédaction et de mettre en pratique ses connaissances en redigeant des précis et des descriptions détaillées. Il ou elle devra également établir une classification et une hiérarchisation des œuvres bien structurées entre elles.	Ce cours donnera à l'élève l'occasion de revisiter les règles de rédaction et de mettre en pratique ses connaissances en redigeant des précis et des descriptions détaillées. Il ou elle devra également établir une classification et une hiérarchisation des œuvres bien structurées entre elles.	Ce cours donnera à l'élève l'occasion de revisiter les règles de rédaction et de mettre en pratique ses connaissances en redigeant des précis et des descriptions détaillées. Il ou elle devra également établir une classification et une hiérarchisation des œuvres bien structurées entre elles.
13 <sup>e</sup> année	1 credit	13 <sup>e</sup> année
Anglais	Code du cours : EAN5A-1	Anglais

<p><b>Manuels :</b> Cart, Emily. <i>Kite Witch</i>. Mitcheff, W.O. <i>Who Has Seen the Wind?</i> Stevens, John, comp. <i>Ten Canadian Short Plays</i>. The Winston Canadian Dictionary for Schools.</p>	<p>Niveau avancé 1re année Anglais Code du cours : EAN3A-0 Ce cours permet de révoir des règles de grammaire et de les approfondir. L'élève apprend à découvrir les éléments esthétiques de textes en prose, ainsi que les techniques de style et à tenir de l'imitation. Dans la partie consacrée à la littérature, le cours met l'accent sur les œuvres canadiennes. L'élève apprend à reconnaître et à apprécier les différentes genres littéraires (le conte, la poésie, le roman et le théâtre). EAN3A ou L'équivalent Préalable recommandé : Anglais Manuels : Callaghan, Morey. <i>More Joy in Halloween</i>. Hemingway, Ernest. <i>The Old Man and the Sea</i>. Laurence, Margaret. <i>A Jest of God</i>. Shaw, J. M. <i>Pygmalion</i>. Short Plays.</p>
<p><b>Manuels :</b> Brown, Cassie. <i>Death on the Ice</i>. McNeil, James A. <i>Tiger's of the Snow</i>.</p>	<p>1e année Anglais Code du cours : EAN5A-0 Matière : L'élève régale un disque sur lequel des œuvres canadiennes sont disque à sa disposition. Matière : L'élève régale un disque sur lequel une bonne maîtrise de l'anglais. Ce cours exige des travaux de rédac-</p>
<p><b>Manuels :</b> Brown, Cassie. <i>Death on the Ice</i>. McNeil, James A. <i>Tiger's of the Snow</i>.</p>	<p>1e année Anglais Code du cours : EAN5A-0 Matière : L'élève régale un disque sur lequel une bonne maîtrise de l'anglais. Ce cours exige des travaux de rédac-</p>
<p><b>Manuels :</b> Brown, Cassie. <i>Death on the Ice</i>. McNeil, James A. <i>Tiger's of the Snow</i>.</p>	<p>1e année Anglais Code du cours : EAN5A-0 Matière : L'élève régale un disque sur lequel une bonne maîtrise de l'anglais. Ce cours exige des travaux de rédac-</p>
<p><b>Manuels :</b> Brown, Cassie. <i>Death on the Ice</i>. McNeil, James A. <i>Tiger's of the Snow</i>.</p>	<p>1e année Anglais Code du cours : EAN5A-0 Matière : L'élève régale un disque sur lequel une bonne maîtrise de l'anglais. Ce cours exige des travaux de rédac-</p>



<b>Matériel :</b> L'élève doit avoir une machine à écrire à sa disposition.	<b>Niveau général</b>
<b>Code du cours :</b> CLD1G-0	<b>Dactylographie</b>
9 <sup>e</sup> année	1 crédit
L'élève apprendra, dans ce cours d'introduction, à bien servir d'une machine à écrire et à dactylographier avec précision et régularité selon une méthode.	Le cours n'insiste pas sur l'acquisition de la vitesse.
<b>Matériel :</b> L'élève doit avoir une machine à écrire à sa disposition.	<b>Manuel : Aucun</b>
<b>Code du cours :</b> CLD1G-0	<b>Dactylographie</b>
9 <sup>e</sup> année	1 crédit
L'élève apprendra, dans ce cours d'introduction, à bien servir d'une machine à écrire et à dactylographier avec précision et régularité selon une méthode.	Le cours n'insiste pas sur l'acquisition de la vitesse.
<b>Matériel :</b> L'élève doit avoir une machine à écrire à sa disposition.	<b>Manuel : Aucun</b>
<b>Code du cours :</b> CLD2G-0	<b>Dactylographie</b>
10 <sup>e</sup> année	1 crédit
Ce cours approfondit les notions présentées dans le cours d'introduction à la dactylographie (Dactylographie CLD1G). Il insiste davantage sur la technique, la vitesse, la précision et les règles de disposition de travaux plus complexes tels que la correspondance d'affaires et les rapports. On s'attend à ce que l'élève s'exerce une heure par jour.	Les exercices sont plus complexes et nécessitent une meilleure maîtrise de la dactylographie.
<b>Matériel :</b> L'élève doit avoir une machine à écrire à sa disposition.	<b>Manuel : Aucun</b>
<b>Code du cours :</b> CLD2G-0	<b>Dactylographie</b>
10 <sup>e</sup> année	1 crédit
Ce cours approfondit les notions présentées dans le cours d'introduction à la dactylographie (Dactylographie CLD1G). II insiste davantage sur la technique, la vitesse, la précision et les règles de disposition de travaux plus complexes tels que la correspondance d'affaires et les rapports. On s'attend à ce que l'élève s'exerce une heure par jour.	Les exercices sont plus complexes et nécessitent une meilleure maîtrise de la dactylographie.

<b>Cours préventionnistes (CPO)</b>	Code du cours : COMOA-0	Compabilité	1 credit
général du Code criminel canadien, des textes protégeant les droits de la personne, de la responsabilité lors d'accidents et de la législation du travail en Ontario. Chacune des dix leçons présente des cas entendus par les tribunaux canadiens. L'élève pourra remplir divers exemples de loi et reconnaître les faits essentiels d'un litige et devra ensuite se prononcer sur le cas en redigeant un jugement.	Dans ce cours, l'élève apprendra à organiser et à analyser des informations, à interpréter les résultats de l'analyse et à prendre des décisions fondées sur cette interprétation, à préparer des rapports rendus écrits, à interpréter les rapports annuels des entreprises et à dégager les principes comptables, à se préparer aux études postsecondaires en économie et à développer les compétences financières pour préparer l'élève à la vente d'entreprises ou à l'investissement dans les solidés.	Préalable recommandé : Aucun	10e année
<b>Education du consommateur</b>	Code du cours : CNS2G-0	Éducation au consommateur	1 credit
Ce cours éveille l'élève aux problèmes de consommation d'aujourd'hui et vise à en faire un consommateur ou une consommatrice avertie(e). Les sujets traités ne manqueront pas d'intéresser l'élève : l'achat et la vente de biens et de services, l'influence des consommateurs sur le marché, le budget, l'épargne, les assurances et les placements. Il offre aussi de nombreux commentaires sur l'achat ou la consommation, les contrats, le crédit, etc. Les exercices sont simples et pratiques.	Préalable recommandé : Aucun	Manuel : Aucun	10e année
<b>Ce cours éveille l'élève aux problèmes de consommation d'aujourd'hui et vise à en faire un consommateur ou une consommatrice avertie(e). Les sujets traités ne manqueront pas d'intéresser l'élève : l'achat et la vente de biens et de services, l'influence des consommateurs sur le marché, le budget, l'épargne, les assurances et les placements. Il offre aussi de nombreux commentaires sur l'achat ou la consommation, les contrats, le crédit, etc. Les exercices sont simples et pratiques.</b>	Préalable recommandé : Aucun	Manuel : Aucun	10e année
<b>Cours généraux</b>	Code du cours : CDR4G-5	Niveau général	1/2 credit
Droit	Code du cours : CDR4G-5	Ce cours s'adresse à l'élève qui recherche une connaissance pratique du droit en Ontario. Il donne un aperçu	12e année

<b>Affaires et commerce</b>	Le programme de comptabilité initiale des élèves aux principes fondamentaux de la comptabilité, à la terminologie et aux méthodes de toute activité économique et commerciale. L'étude de la comptabilité économique et commerciale, essentielles de livres comptables exacts, ouvert des registres portés dans des domaines professionnels liés à la comptabilité ou menée à table. C'est également une formation complète pour toute personne qui travaille à son compte.
<b>Comptabilité</b>	Les programmes de comptabilité initiale des élèves aux principes fondamentaux de la comptabilité, à la terminologie et aux méthodes de toute activité économique et commerciale. L'étude de la comptabilité économique et commerciale, essentielles de livres comptables exacts, ouvert des registres portés dans des domaines professionnels liés à la comptabilité ou menée à table. C'est également une formation complète pour toute personne qui travaille à son compte.
<b>Mathématiques de 10<sup>e</sup> année ou L'équivalente</b>	Préalable recommandé : Un cours de mathématiques de 10 <sup>e</sup> année ou L'équivalente. Dans la présentation des travaux, on exige l'ordre et la propreté, deux qualités importantes en comptabilité.
<b>Manuel : Aucun</b>	Préalable recommandé : Un cours de mathématiques de 10 <sup>e</sup> année ou L'équivalente. Dans la présentation des travaux, on exige l'ordre et la propreté, deux qualités importantes en comptabilité.
<b>Code du cours : COPAC-0</b>	Préalable recommandé : Un cours de mathématiques de 10 <sup>e</sup> année ou L'équivalente. Dans la présentation des travaux, on exige l'ordre et la propreté, deux qualités importantes en comptabilité.
<b>12<sup>e</sup> année</b>	Préalable recommandé : Un cours de mathématiques de 10 <sup>e</sup> année ou L'équivalente. Dans la présentation des travaux, on exige l'ordre et la propreté, deux qualités importantes en comptabilité.
<b>1 crédit</b>	Préalable recommandé : Un cours de mathématiques de 10 <sup>e</sup> année ou L'équivalente. Dans la présentation des travaux, on exige l'ordre et la propreté, deux qualités importantes en comptabilité.

<b>Manuel : Aucun</b>	Préalable recommandé : Comptabilité COIBG ou L'équivalente
<b>Code du cours : COIBG-0</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le cours Comptabilité COIBG et dans le cours Comptabilité COIBG et
<b>12<sup>e</sup> année</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle
<b>1 crédit</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle

<b>Manuel : Aucun</b>	Préalable recommandé : Comptabilité COIBG ou L'équivalente
<b>Code du cours : COIBG-0</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle
<b>12<sup>e</sup> année</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle
<b>1 crédit</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle

<b>Code du cours : COIBG-0</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle
<b>12<sup>e</sup> année</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle

<b>Niveau général</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle
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<b>Manuel : Aucun</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle
<b>Code du cours : COPAC-0</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle
<b>12<sup>e</sup> année</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle
<b>1 crédit</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle

<b>Manuel : Aucun</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle
<b>Code du cours : COIBG-0</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle

<b>Manuel : Aucun</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle
<b>Code du cours : COIBG-0</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle
<b>12<sup>e</sup> année</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle
<b>1 crédit</b>	Préalable recommandé : Comptabilité COIBG et apprendra les connaissances acquises dans le monde des affaires. Il ou elle

## Quatrième partie

### Description des cours du palière secondaire

Cours inspirés des programmes-cadres

Tous les cours par corrépondance offerts par le Centre d'études indépendantes ont été élaborés conformément aux programmes-cadres du ministère de l'Éducation de l'Ontario.

Remarque. — Le Centre d'études indépendantes a mis sur pied des projets pour accélérer la création de nouveaux cours s'adressant aux francophones. D'ici quelques années nous augmenterons considérablement le nombre de cours nouveaux. A mesure que ces cours seront mis en circulation, le CEI en avertira sa clientèle.

Quatrième partie  
Description des  
cours du pallier secondaire

ans au plus

## Introduction

Ontario et temporairement absentes de la province

remplissant le formulaire D procurent aux personnes du courrier ou de la coordination. Les missibles ne peuvent s'inscrire cours à la fois. Il revient au coordinateur de la sélection des élèves, d'établir la coordination des élèves, de suivre leur ouverture et de leur remettre les programmes des élèves.

## Programme des écoles de

## Groûpes spéciâux

Groûpes spéciâux

Troisième partie



## Après l'obtention d'un diplôme

On peut se procurer la brochure *Tour d'horizon*, un guide de l'éducation post-secondaire en Ontario, auprès du ministère de l'éducation. Cette brochure d'une cinquantaine de pages donne des renseignements détaillés sur les diverses formations postsecondaires qui sont offertes dans la province ou étrangères.

Pour en obtenir un exemplaire, télé-

Ministère des Collèges et Universités Université des renseignements au public Édifice Mowat, 13<sup>e</sup> étage Toronto (Ontario) M7A 1L2

Dans la région de Toronto, composée le (416) 965-6407. Dans la plupart des autres régions de l'Ontario, composez sans frais le 1-800-268-7501.

— communiquer avec un orienteur ou une orienteuse du CÉI si vous voulez que vos aides à établir votre pro-

gramme qui vous intéresse;

— vérifiez et vous renseignez sur les conditions d'admission du pro-

gramme que vous inscrivez :

Si vous comprenez dans la description de chaque cours,

pour ces cours soit indiqués dans la DÉS ou les préalables recommandés

13<sup>e</sup> année et des CPO, combinés ou 13<sup>e</sup> année. Les crédits de quelques années, ils remplacent tous pour l'admission à l'université. Dans avance qui servent bienôt obligatoires

Les CPO sont des cours de niveau parent les élèves à entrer à l'université. Universitaires de l'Ontario (CPO) pré-

Les cours de 13<sup>e</sup> année et les cours pré-

gramme d'études.

— communiquer avec un orienteur ou une orienteuse du CÉI si vous voulez que vos aides à établir votre pro-

gramme qui vous intéresse;

— vérifiez et vous renseignez sur les conditions d'admission du pro-

gramme que vous inscrivez :

Si vous comprenez dans la description de chaque cours,

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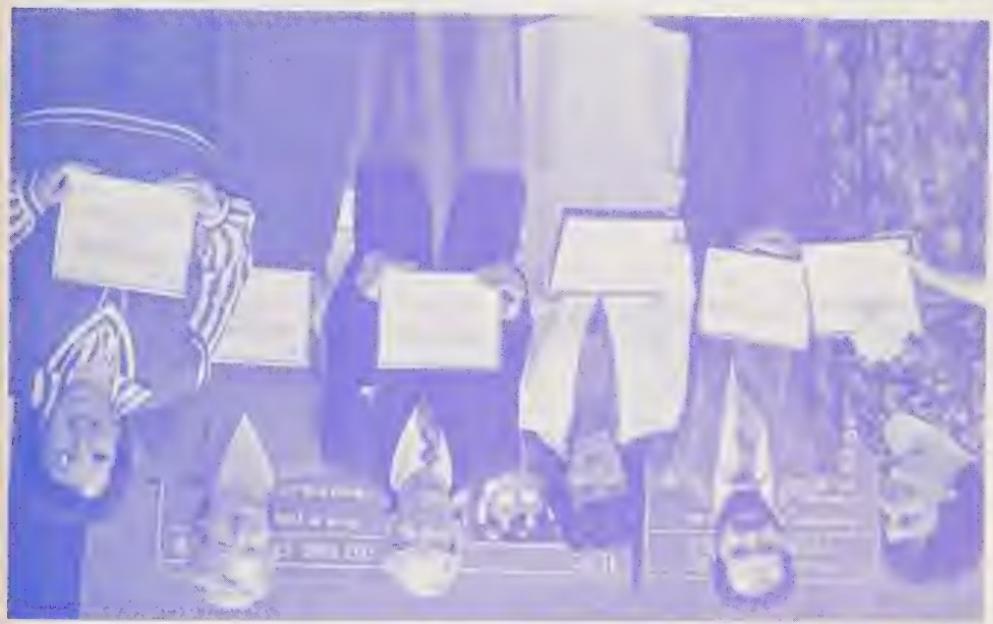
13<sup>e</sup> année et des CPO, combinés ou 13<sup>e</sup> année. Les crédits de quelques années, ils remplacent tous pour l'admission à l'université. Dans avance qui servent bienôt obligatoires

Les CPO sont des cours de niveau parent les élèves à entrer à l'université. Universitaires de l'Ontario (CPO) pré-

Les cours de 13<sup>e</sup> année et les cours pré-

Le diplôme d'études secondaires de l'Ontario (DESQ)		Credits requis pour obtenir le diplôme d'études secondaires de l'Ontario	
Cours obligatoires	Nombre de crédits	Credits requis pour obtenir le diplôme d'études secondaires de l'Ontario	Nombre de crédits
Anglais/English	5	diplôme d'études secondaires de l'Ontario	13
Mathématiques	1	Si vous avez d'autres questions à poser sur les conditions d'obtention d'un diplôme, téléphonez au Centre d'études indépendantes (voir les numéros de téléphone à la page 1) et demandez à une personne qui a obtenu un diplôme et des crédits de 13e année et des CPQ qu'il décrit.	
Sciences	2	Si vous avez d'autres questions à poser sur les conditions d'obtention d'un diplôme et des crédits de 13e année et des CPQ qu'il décrit.	
Géographie du Canada	1	Si vous obtenez, par la demande d'un élève ou d'un élève au diplôme sera inscrits en 9e année en septembre 1984 ou après. Après 1990, ce sera le seul diplôme offert dans les écoles secondaires de l'Ontario. Il sera décerné aux élèves qui auront accumulé trente crédits, dont seize crédits obligatoires.	
Arts	1	Si vous obtenez, par la demande d'un élève ou d'un élève au diplôme sera inscrits en 9e année en septembre 1984 ou après. Après 1990, ce sera le seul diplôme offert dans les écoles secondaires de l'Ontario. Il sera décerné aux élèves qui auront accumulé trente crédits, dont seize crédits obligatoires.	
Education physique et hygiène	1	Si vous obtenez, par la demande d'un élève ou d'un élève au diplôme sera inscrits en 9e année en septembre 1984 ou après. Après 1990, ce sera le seul diplôme offert dans les écoles secondaires de l'Ontario. Il sera décerné aux élèves qui auront accumulé trente crédits, dont seize crédits obligatoires.	
Affaires et commerce ou sciences Sociales	1	Si vous obtenez, par la demande d'un élève ou d'un élève au diplôme sera inscrits en 9e année en septembre 1984 ou après. Après 1990, ce sera le seul diplôme offert dans les écoles secondaires de l'Ontario. Il sera décerné aux élèves qui auront accumulé trente crédits, dont seize crédits obligatoires.	
Cycle supérieur	1	Si vous abandonnez vos études avant d'obtenir le diplôme d'études secondaires de l'Ontario, vous pourrez peut-être obtenir un certificat d'études.	
Nombre total de crédits obligatoires	16	Pour cela, vous devrez avoir accumulé au moins quatre crédits, dont six crédits à être obtenus au cours de l'Ontario.	
Total	30	Si vous abandonnez vos études avant d'obtenir le diplôme d'études secondaires de l'Ontario, vous pourrez peut-être obtenir un certificat d'études.	

*Le Centre d'études indépendantes a rendu hommage aux élèves qui se sont distingués, par l'entremise du programme annuel de remise de prix.*



Pour obtenir ce diplôme, vous devrez accumuler six crédits de 13<sup>e</sup> année en Ontario ou de cours préuniversitaires de 1O nta r io (CPO). Les équivalences de crédits et les crédits pour reconnaître la demande de matricule ne s'appliquent pas par le DESO.

Il n'est pas nécessaire d'avoir un diplôme d'études secondaires pour obtenir un diplôme d'études secondaires tenir un diplôme d'études secondaires supérieures ou pour s'inscrire à un cours de 13<sup>e</sup> année ou à un CPO.

Pour obtenir ce diplôme, vous devrez suivant des cours pris le jour ou le soir dans une école secondaire privée ou suivant un programme d'éducation financée par les fonds publics, en permanente ou des cours du Centre d'études indépendantes. Ce diplôme sera délivré jusqu'en 1989, puis il sera remplacé par le diplôme d'études secondaires de l'Ontario (DESO).

Le diplôme d'études secondaires (DES) — 12<sup>e</sup> année

Les équivalences de crédits s'ajoutent aux autres crédits que vous obtenez. Cependant, quel que soit le nombre d'équivalences de crédits obtenues, vous devrez terminer avec succès des cours supplémentaires pour obtenir le diplôme.

Les équivalences de crédits peuvent remplacer certains des crédits qui doivent être obtenu pour obtenir le diplôme. Les équivalences de crédits de certaines disciplines peuvent être obtenu pour obtenir le diplôme d'études secondaires (DES) ou le diplôme d'études secondaires (DESO). Les équivalences de crédits ne tiennent pas si vous étudiez en vue de l'obtention du diplôme d'études secondaires ou du diplôme d'études secondaires de l'Ontario. Pour plus de détails sur les diplômes renseignements sur les diplômes d'études secondaires, voir les pages 14 et 15.

ns comme des cours du pâtre  
se condamne à une mort lente et  
- de chaque période d'un programme  
recouvrira d'apprentissage terminée  
avec succès.

## Diplômes

Les élèves âgés de plus de cinquante ans ne sont pas tenus de passer d'examens sauf pour les cours d'universités de L'Ontario.

Deuxième partie Certificats, relevés de notes, examens et

Certificates

# diplomes

## Exams

Si vous terminez avec succès un cours par correspondance, vous recevrez un certificat qui indique la note obtenue et la valeur du cours en crédits.

Dans la plupart des cours, la note finale est la moyenne de la note des devoirs et de celle de l'examen final (sauf indication contraire dans la descrip-  
tion du cours). Les élèves qui étudient attentivement leurs leçons n'ont en géné-  
ral aucunne difficulté particulière à l'examen.

Si vous habitez à l'extrême sud de Toronto, vous passerez l'examen dans votre localité, sous la supervision d'un surveillant, sous la surveillance d'un étudiant volontaire de l'université de CEL. Veuillez noter que l'examen sera donné dans la communauté où vous résidiez dans la commune de Toronto. Vous recevrez au préalable tous les renseignements nécessaires sur l'examen et vous choisissez de le passer au moment où vous conviendrez le mieux.

Si vous fréquentez aussi une école de jour, vous devrez vous adresser à celle-ci pour obtenir un bulletin provisoire ou un relevé de notes. Le coordonnateur ou la coordinatrice du pro-gramme de vote école de jour recevra des résultats finaux que vous avez obtenu dans tous les cours par correspondance et vous aurez terminé.

## Relèves de notes de l'élève

## Deuxième partie

Certificats,  
relevés de notes,  
examens et diplômes





- Les renseignements qui suivent ne s'appliquent qu'aux cours à crédits.
1. Remplissez le bon formulaire.
  2. Remplissez avec soin à toutes les questions du formulaire. Vous pouvez vous référer à la présente brochure, au besoin.

## Comment faire votre première demande d'inscription

- Envoyez par la poste ou apportez votre demande au Centre d'études indépendantes (voir l'adresse à la page 1 de ce guide).
- 6.

- N'oubliez pas de signer le formulaire.
- 5.
- Inscrivez correctement le code du cours. Voir la section «Codes des cours et crédits» qui suit.

- Inscrivez correctement le code du deuxième cours en téléphonant au mandat à vous inscrire à un centre de premier cours, vous pourrez détails des étudiants premières légions de cours. Après avoir reçu les résultats de premier cours, vous choisissez en premier lieu. Au début, vous ne pourrez que vous inscrire qu'à un seul centre ne pourrait vous offrir le choix. Mentionnez également un formulaire le cours que vous avez choisi. Si une bonne raison de si inscrire à un cours. Souvent, les élèves ne cherchent pas nécessairement à obtenir un diplôme ni à se préparer à un emploi en particulier.
- 4.

- Indiquez à l'endroit approprié du formulaire le cours que vous avez choisi. Mentions également un centre qui a cas où le deuxième cours, au cas où le centre ne pourra pas vous offrir le choix. Si une bonne raison de si inscrire à un cours. Souvent, les élèves ne cherchent pas nécessairement à obtenir un diplôme ni à se préparer à un emploi en particulier.

5. Quels sont vos besoins? Parcourez la description des cours aux pages 21 à 43. Vous y trouverez peut-être un cours que vous ne connaissiez pas et qui peut répondre à vos besoins.
6. Vous préparez-vous à des études postsecondaires ou à un emploi ou étudiez-vous par simple plaisir? Qui aurait en soit, choisir les cours qui correspondent le mieux à vos besoins est votre responsabilité.
- Si vous avez besoin de conseils, veuillez téléphoner ou écrire au Centre d'études indépendantes. Vous trouvez rez l'adresse et les numéros de téléphone du Centre à la page 1.

## Comment choisir votre premier cours

### Niveau avancé

Ces cours préparent les élèves à l'université et à certains programmes de collèges d'arts appliqués et de technologie. Les cours de ce niveau sont les plus exigeants.

Quel est le niveau de difficulté du cours qui vous intéresse? Il est parfois difficile de passer d'un cours de niveau général à un cours de niveau avancé.

Pour suivre un cours à un niveau plus avancé, vous aurez peut-être besoin de répondre à vos questions à ce sujet. Les orienteurs du CÉI se feront un plaisir de répondre à vos questions à ce sujet.

Le niveau de difficulté des cours est indiqué clairement. Voyez les descriptions de cours à partir de la page 21.

1. Que vouliez-vous étudier? Il est plus facile de réussir quand on aime ce que l'on fait. Mais assurez-vous aussi que le cours répond à vos besoins.

2. Désirez-vous obtenir un diplôme? Ce cours vous rapportera-t-il de l'argent? Si vous suivez un cours qui est pratiquement nécessaire pour être admis à un autre cours que vous avez déjà suivi, il ne vous donne pas droit à un crédit additionnel.

3. Si vous vissez à obtenir un emploi ou une promotion, le cours vous aidera-t-il?

Les renseignements qui suivent se rapportent aux cours ouverts droit à un demi-credit.

Les cours qui suivent sont offerts à trois niveaux de difficulté. Lorsque vous choisissez un cours du CÉI, vous devrez décider à quel niveau de difficulté vous pourrez le suivre.

### Niveau fondamental

Avez-vous abandonné l'école avant la maternelle? Liez-vous inscrit(e)

pour des cours de ce niveau. Cela vous permettra de vous rattraper dans certaines matières et d'acquérir des connaissances pratiques et générales. Ces cours vous préparent à un emploi ou à l'apprentissage d'un métier. Mais sachez que les élèves qui veulent poursuivre leurs études au-delà de la douzième année doivent s'inscrire à un établissement technique ou universitaire.

Des cours de niveau général ou avancé des cours de niveau général ou avance.

Mais sachez que les élèves qui veulent plier ou à l'apprentissage d'un métier. Ces cours vous préparent à un établissement technique ou universitaire.

### Niveau général

Ces cours préparent à un emploi. Ils préparent aussi à des études dans un collège d'arts appliqués et de technologie ou dans un autre établissement d'enseignement non universitaire.

## Points à prendre en considération

- Si vous pensez pouvoir terminer une légion par semaine (six à dix heures de travail), il vous faudra environ six mois pour un cours de vinyltélegons.

- Quand vous avez terminé une légion, vous envoyez vos dévoirs par la poste à l'enseignante ou à l'ensei-gnante chargée(e) des corrections, et vous commencez la légion suivante.

- Vous ne recevez les résultats de votre travail et les observations de vos enseignantes plus tard. Ces détails sont au dossier de l'enseignante que vous envoie-t-elle?

- Vous avez terminé vos activités mais laissez-elles ass-  
- Il est bon de prendre l'habitude de travailler régulièrement pour étudier? -

- d'étudier de façon régulière. Prenez-vous pourvoir réservé à vos cours par correspondance des périodes de temps régulières?

- Il y a d'autres façons de faire des études. Avez-vous pensé aux cours offerts le soir ou le soir dans les écoles secondaires ou aux pro-grammes d'éducation permanente?

- Pour faire des études indépendantes, il faut pouvoir travailler seul(e). En

- êtes-vous capable?

A person wearing a blue poncho with a white horse logo, holding a paintbrush, and painting a mural on a wall.

Aux heures prévues de la semaine, vous pourrez appeler le CEL sans frais. Une personne compétente vous aidera à résoudre vos difficultés. Au moment de votre inscription, vous recevez les renseignements nécessaires au sujet de ce service de télétravail.

Que peut-on faire si on ne comprend pas quelle chose?

L'enseignant ou l'enseignante corrige vos devoirs et les note. Il ou elle inscrit ses remarques et ses suggestions sur vos devoirs et vous les renvoie directement. Quant à vos autres œuvres, elles sont toutes ces observations car elles vous aideront dans vos devoirs, étudiez toutes ces observations car elles sont d'autrefois. L'étude des autres légions.

Quelle est la tâche de l'enseignant ou de l'enseignante?

Vous commencez par lire et étudier la légion. Chaque légion comprend des dévots. Lorsque vous avez bien assimilé leurs contenus de la légion, vous faites vos dévots et vous les envoyez à votre enseignante ou enseignant (on vous aura donné son nom lors de l'inscription).

Vous travaillez à votre propre rythme, selon le temps libre que vous laissez votre employé, vos responsabilités familiales ou vos autres occupations. Qu'il en soit, vous devriez tout de même envoyer vos dévots régulièrement. Cela vous permettra de mieux retenir ce que vous avez appris dans les légions précédentes.

Comment fait-on une légion ?  
Voulez-vous poser.  
Voici les réponses à des questions que  
les études indépendantes  
répondront-elles à vos  
besoins ?

- Vous pourrez prendre le temps d'écouter vos dévotions.
- Vous pourrez choisir les matières qui vous conviennent le mieux à vos projets de carrière, à vos besoins et à vos aptitudes.
- Vos rapports avec l'enseignant ou l'enseignante sont personnels et confidentiels.
- Les cours sont gratuits.
- La plupart des cours donnent droit à un crédit ou à un demi-crédit en vue de l'obtention d'un diplôme.

Ce sont par exemple :

- des personnes au foyer;
- des personnes de la famille;
- des personnes à la retraite;
- des travailleurs;
- des employés;
- Vous aussi pouvez devenir un ou une élève du CEI.
- Quel avantage y a-t-il à faire des études indépendantes?
- Vous étudiez quand vous le voulez et où vous le voulez.
- Vous pouvez entreprendre ou terminer un cours à n'importe quel moment de l'année.

Pourquoi suit-on les cours du CEI?

Un ou une élève du CEI suivra des cours :

- pour améliorer ses connaissances de base;
- pour obtenir un diplôme;
- pour se préparer à entrer dans un collège ou une université;
- pour poursuivre un intérêt dans une matière particulière;
- et pour bien d'autres raisons.

Qui sont les élèves du CEI?

grame des écoles de jour à la page 18.  
et les formalités d'inscription au pro-

mets sur les conditions d'admission  
Vous trouverez plus de renseigne-

laison avec le CEL.

natice de leur école chargé(e) de la  
du coordonnateur ou de la coordon-

qui ont obtenu l'autorisation écrite

L'école; et  
qui ne peuvent pas suivre le cours à

trois crédits,  
qui ont déjà obtenu au moins qua-

Les élèves d'une école de jour :

demande.

tre et joindre que vous avez frequent-

de manière école que la directrice de la

obtenir une lettre de recommandation

avez quitté L'école de jour, vous devrez

Si l'année dernière vous

qui ne fréquentent pas une école de

que ou un permis ministériel; et

permis de travail, un visa diplomati-

net en Ontario et déterminer un

deux sortes de permanences; ou bien qui séjourn-

qui sort citoyens canadiens ou rési-

qui habite en Ontario;

qui sort seize ans ou plus;

Les adultes :

Centre?

Qui peut s'inscrire au

province :

temporairement absentes de la

Les personnes domiciliées en Ontario

trois mois et de trois ans au plus.

Voir la page 18 pour obtenir des rensei-  
gnes sur l'inscription des adultes  
aux cours du palier secondaire pen-

nant qu'ils sont à l'extrême de l'Onta-

rio.

Remarque. — Le dépliant intitulé

Elèves âgés de moins de seize ans, que

l'on peut se procurer auprès du Centre  
d'études indépendantes, contient des  
détails sur l'éligibilité et les formalités  
d'inscription des enfants d'âge scolaire  
qui ne fréquentent pas une école de  
l'Ontario. Les numéros de téléphone et  
l'adresse du CEL figurent à la page 1  
de la présente brochure.

Qui ne fréquentent pas une école de

l'Ontario, mais que vous avez

fréquenté dans l'Ontario et qui n'ont

pas obtenu l'autorisation écrite de la

qui ont obtenu l'autorisation écrit

de la coordination de l'éducation et

qui ont obtenu l'autorisation écrite de la



- Première partie**
- Renseignements généraux**
- Des études indépendantes**
- Vous dévouez sont corrigés sans frais et vous suit dans vos efforts.
  - Le CEL met à votre service des orientations qui peuvent vous aider à choisir vos cours.
  - Les orientateurs peuvent vous aider à planifier vos études.
  - Vous n'avez qu'à téléphoner, écrire ou nous présenter à nos bureaux. Nous avons des numéros de téléphone et L'adresse sont indiqués à la page 1 de la présente brochure.

## Services offerts par le CEL

### Les études pour vous?

Cours gratuits

Vous pouvez suivre gratuitement un cours du CEL.

Vous les matériels de presque tout le matériel vous sont prêtés.

Les logons, les manuels de presque tous les cours que vous avez de l'abandonner.

Pour la plupart des cours, vous payez une partie de poste pour faire parvenir vos travaux à votre enseignant ou à votre

enseignant.

Vous pouvez utiliser les frais de poste pour faire parvenir vos travaux à votre enseignant ou à votre

enseignant.

Pour faire parvenir vos travaux à votre enseignant ou à votre

enseignant.

N'oubliez pas que les frais de poste pour faire parvenir vos travaux à votre enseignant ou à votre

enseignant.

Portez envoi au poste de poste pour faire parvenir vos travaux à votre enseignant ou à votre

enseignant.

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Première partie  
Renseignements généraux

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## La vente de matériel didactique

On peut acheter le matériel didactique de certains cours élaborés par le CEI. L'achat du matériel didactique ne comporte pas les manuels, l'annotation des dévoirs, le tutorat, les tests ou exams, la remise de certificat ni les guides de correction.

Si vous voulez obtenir plus de renseignements sur les services décrits dans ce guide, vous pouvez téléphoner au Centre d'études indépendantes 909, rue Yonge Toronto (Ontario) M4W 3G2

8 h 30 à 17 h Heures d'ouverture :

Vous pouvez composer sans frais les numéros suivants. Dans la région de Toronto, composez le (416) 965-1231; dans les localités dont l'indication régionale est le 807, composez le 0 et demandez le Zenith 65030. Dans les autres régions de l'Ontario, composez sans frais le 1-800-387-0060. Le numéro du Centre d'études indépendantes : 965-7644.

Cours pour élèves âgés de moins de seize ans

Les jeunes ontieurs d'âge scolaire qui ne peuvent fréquenter l'école pendant une période d'au moins trois mois peuvent être admis aux cours du CEI dans le cas de maladie prolongée, si les résident dans un centre isolé en Ontario, ou s'ils sont temporairement ab-sents du Canada.

Un comité sur l'apprentissage parallèle dirige pour élèves dispenses de fre-quentation scolaire peut recourir aux services du Centre d'études indépen-dantes pour répondre aux besoins de ces élèves.

## **Important**

Veuillez lire ce guide avant de faire votre demande d'inscription à un cours du Centre d'études indépendantes (CEI). Le personnel du CEI est prêt à vous aider, mais il vous appartient de bien choisir vos cours.

Cours par correspondance

Guide de l'élève 1988-1989

Centre d'études  
indépendantes